

# **MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS**



**Registry of In-Service  
Training Courses  
October 2002 – December 2003**

## Communication Skills

### Communications

#### Basic Communications Training Officer

**Course Description:** This four day CTO course provides the experienced telecommunicator and/or supervisor with the instruction needed to effectively serve as an on-the-job teacher, trainer, and coach of probationary telecommunicators. The CTO learns methods of comprehensive documentation of recruit performance, as well as goal setting, motivation, and analysis of performance problems. The course takes the new CTO through the evaluation process from beginning to end of the probationer's training, including the recruit who is "not responding to training". (NRT)

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- March 24, 2003                      March 27, 2003
- **Hours:** 30
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Oral Interviews For New Jobs, Transfers, and Promotions

**Course Description:** For the officers who have worked hard, studied for a new job, transfer, or promotion, then walked into an oral interview and done poorly? They may have spent their entire life preparing for a position only to loose out at the interview. They have been given fifteen to thirty minutes to convince the panel you are the best-qualified applicant. Seventy percent of a decision to hire, transfer, or promote is based on the oral interview. This program is intended to help the officer's prepare for the oral interview. It will discuss the interview, strategies to use during the interview process, preparing a presentation and understand what the interview panel is looking for with this job. The subjects to be covered include, dress, posture, eye contact, voice, non-verbal communication, verbal responses, etc. Participants will be video taped in a simulated interview and critiqued. Those who have attended the program have done extremely well in the interview process.

- **Dates:**
- **Starting Date:**
- October 01, 2002
- February 14, 2003
- **Hours:** 7
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Supervision of Communication Training Officers

**Course Description:** Not available.

- **Dates:**
- **Starting Date:** **Ending Date:**
- January 27, 2003 January 30, 2003
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Verbal Judo

**Course Description:** Verbal Judo or Tactical Communications, trains officers to preserve law and order, while maintaining their own and the public's safety by using appropriate presence and words as force options. Verbal Judo is the principle of Judo itself: using the energy of others to master situations. A set of communication principles and tactics that enable the user to generate cooperation and voluntary compliance in others under stressful conditions, such as hostile suspects, upset or frightened victims, or any action which places the officer and the community at odds with each other. Developed by George Thompson, Ph.D. based on his experience as a police officer and English professor, verbal judo teaches a philosophy of how to look creatively at conflict and offer specific, usable, and powerful tactics and strategies to resolve tense situations.

- **Dates:**
- **Starting Date:**
- October 10, 2002
- October 17, 2002
- October 24, 2002
- **Location:** Eastpointe Community Center, Eastpointe
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Conflict Resolution

### Verbal Judo

**Course Description:** Verbal Judo or Tactical Communications, trains officers to preserve law and order, while maintaining their own and the public's safety by using appropriate presence and words as force options. Verbal Judo is the principle of Judo itself: using the energy of others to master situations. A set of communication principles and tactics that enable the user to generate cooperation and voluntary compliance in others under stressful conditions, such as hostile suspects, upset or frightened victims, or any action which places the officer and the community at odds with each other. Developed by George Thompson, Ph.D. based on his experience as a police officer and English professor, verbal judo teaches a philosophy of how to look creatively at conflict and offer specific, usable, and powerful tactics and strategies to resolve tense situations.

- **Dates:**
- **Starting Date:**
- October 10, 2002
- October 17, 2002
- October 24, 2002
- **Location:** Eastpointe Community Center, Eastpointe
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Computer Training

### Access Database Management

**Course Description:** Not available

- **Dates:**
- **Starting Date:** November 14, 2002
- **Ending Date:** November 15, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

### Advanced MS Excel

**Course Description:** This is a continuing course which will teach advanced features of Microsoft Excel 2000. This hands-on class uses more advanced spreadsheet topics including automating worksheet tasks, using lists, analyzing data and enhancing charts and worksheet data. An understanding of Windows 98 is necessary.

- **Dates:**
- **Starting Date:** October 11, 2002
- **Location:** Oakland Community College, Building F, Room 118
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

### Advanced MS Word

**Course Description:** Using Microsoft Word, this course will allow you to acquire skills using advanced features of Microsoft Word. Using the hands-on approach, you will be introduced to advanced features of Word, while completing step-by-step exercises.

- **Dates:**
- **Starting Date:** October 25, 2002
- **Hours:** 7
- **Audience:** Anyone who has taken Intro to Computing or Intro to WordPerfect
- **Location:** Oakland Community College, Building F, Room 117
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Introduction to Power Point**

**Course Description:** To be announced

- **Dates:**
- **Starting Date:** :
- December 13, 2002
- **Hours:** 8
- **Audience:** Anyone
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Grant Writing**

### **Federal and State Grantmakers: What Do They Really Want to See in a Grant Application/Federal and State Grant Review and Critique**

**Course Description:** This session will dissect the writing criteria for government grant applications. Participants will discuss and complete exercises on how to plan and write a competitive state or federal grant application. One state and one federal grant application kit will be dissected and demystified for novice grantseekers. The afternoon session will address questions from the morning session. Participants will have the opportunity to rate grant applications for both state and federal proposals. You will work in teams, review the application, then evaluate the merits of the application, and make the decision on funding. The purpose is to assist writers to understand both sides of the application process: your approach and the requirements for funding. This will give you a clearer understanding of the grants evaluation process, the importance of writing to specifications and why some projects are funded while others are consistently rejected."

- **Dates:**
- **Starting Date:**
- November 14, 2002
- **Hours:** 6
- **Contact:** Michigan Municipal League
- **1<sup>st</sup> Contact:** Matt Ikle **Phone:** 734-669-6312
- **E-mail:** [mikle@mml.org](mailto:mikle@mml.org)
- **2<sup>nd</sup> Contact:** Kelly Stanford **Phone:** 734-669-6310
- **E-mail:** [stanford@mml.org](mailto:stanford@mml.org)
- **Web Site:** <http://www.mml.org>

## Instructional Development

### Instructor Development (2 Weeks)

**Course Description:** This program is designed to provide any instructor, regardless of experience, with all the skills necessary to design and implement a training program. The program is taught using the Criterion Referenced Instructional method which allows the student to work through 29 skill building modules at their own pace. Some of these modules are done individually and some are done as a group. We find this to be a very effective instructional method as it relates to student retention of the material. The skill-building modules include: six presentations, lesson planning, visual aid workshop, writing objectives, preparing criterion tests, and learning devices.

- **Dates:**
- **Starting Date:** October 21, 2002      **Ending Date:** November 01, 2002
- **Hours:** 78
- **Audience:** Any instructor who is responsible for design and implementation of a training program
- **Location:** Training Academy
- **Contact:** Michigan State Police, Training Division
- **1<sup>st</sup> Contact:** Terri Russell      **Phone:** 517-322-5174
- **E-mail:** russellt@michigan.gov
- **MCOL Registration:** MSP 200212

### Instructor Development Course - Training the Trainer

**Course Description:** Being a trainer is a very important job. The instructor's responsibility is to present material in such a fashion, using the multi media approach, so that when a student leaves the class they will be able to return to their respective jobs and perform in a more proficient and professional manner. Participants will develop a lesson plan, write examination items, develop PowerPoint presentations, identify methods of classroom control, identify methods to involve students in the learning process, identify needs of adult learners, etc. This is a labor-intensive class and is designed for those who will be doing classroom training. There will be work outside of the classroom. Participants will be making several presentations and each presentation will be video taped and critiqued.

- **Dates:**
- **Starting Date:** February 17, 2003      **Ending Date:** February 21, 2003
- **Hours:** 40
- **Audience:** Law enforcement instructor candidates
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Interrogation/Interviewing

### Forensic Interviewing of Child Sexual Abuse Victims

**Course Description:** Child sexual abuse is a familiar phenomenon in our culture. Child victims can be challenging to interview. This training will focus on how to interview child victims in a forensically sound manner. It will also focus on a multidisciplinary approach to the investigation of child sex crimes with the use of child advocacy centers.

- **Dates:**
- **Starting Date:**
- February 04, 2003
- February 25, 2003
- **Hours:** 6
- **Audience:** Law enforcement investigators
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### Interviewing Techniques for Crimes Against Children

**Course Description:** Presented by the Institute of Child Advocacy. Professionals in the field of child abuse investigations have come to realize the single most critical step to successfully investigating and prosecuting child sex offenders is the interview of the victim and the offender. Improper interviewing techniques can traumatize a child, has contributed to lower conviction rates and has created the setting for civil liability. This seminar will provide the attendee an opportunity to develop their interviewing skills with victims and offenders. The attendee will be shown the proper use and applications of various interviewing aids and props, i.e. anatomical dolls and other tools exclusive to this field of investigation. Techniques will be demonstrated on how to conduct interviews with Situation v Preferential Offenders. Who Should Attend: This is a must course for investigators as well as prosecutors. Many veteran police investigators from around the country recommend the instructors of this course enthusiastically.

- **Dates:**
- **Starting Date:** **Ending Date:**
- December 11, 2002 December 13, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>



## LSI Scan

**Course Description:** This course will enable participants to obtain information, analyze and assess it in order to detect deceptions and omissions. SCAN is effective for evaluating any form of verbal communication, interviews, letters, depositions, documents, transcripts and even newspapers. This training will assist law enforcement officers to learn when persons are attempting to be deceptive during the course of their duties. This training has proved effective for police officers and others who are involved in investigatory type work.

- **Dates:**
- **Starting Date:** October 22, 2002      **Ending Date:** October 24, 2002
- **Location:** Canton Police Department Training Room
- **Contact:** Canton Department of Public Safety,
- **1<sup>st</sup> Contact:** Lt. John MacDiarmid      **Phone:** 734-394-5449
- **E-mail:** PublicSafetyTraining@Canton-mi.org
- **2<sup>nd</sup> Contact:** Denise Bejma      **Phone:** 734-394-5451
- **E-mail:** PublicSafetyTraining@Canton-mi.org

## Wicklander-Zulawski Reid Method of Criminal Interviews & Interrogation

**Course Description:** Not available.

- **Dates:**
- **Starting Date:** January 08, 2003      **Ending Date:** January 10, 2003
- **Contact:** Canton Department of Public Safety,
- **1<sup>st</sup> Contact:** Lt. John MacDiarmid      **Phone:** 734-394-5449
- **E-mail:** PublicSafetyTraining@Canton-mi.org
- **2<sup>nd</sup> Contact:** Denise Bejma      **Phone:** 734-394-5451
- **E-mail:** PublicSafetyTraining@Canton-mi.org

## Personnel Selection/Promotion/Performance Evaluation

### Pre-Employment Interviewing

**Course Description:** Not available

- **Dates:**
- **Starting Date:** November 06, 2002      **Ending Date:** November 07, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Presentation Skills**

### **Entry Level, Transfers, Promotions - Oral Interview**

**Course Description:** This program will fit in with both the basic recruit academy as well as part of the supervision/management programs. It will be part of the career enhancement programs designed to assist personnel to obtain the professional status they have earned and richly deserve. There are currently no programs that help a citizen prepare for a job applicant interview, or an officer prepare for interview regarding transfer or promotion. This area is important to a citizen/officer, as they successfully complete a process which has allowed them to proceed to an interview panel. The panel is going to make a recommendation based upon 15 to 30 minutes in the applicant's career. Research has also shown that individuals who do very good in an interview are normally the applicants who obtain the position.

- **Dates:**
- **Starting Date:**
- October 01, 2002
- **Hours:** 7
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### **Oral Interviews For New Jobs, Transfers, and Promotions**

**Course Description:** For the officers who have worked hard, studied for a new job, transfer, or promotion, then walked into an oral interview and done poorly? They may have spent their entire life preparing for a position only to lose out at the interview. They have been given fifteen to thirty minutes to convince the panel you are the best-qualified applicant. Seventy percent of a decision to hire, transfer, or promote is based on the oral interview. This program is intended to help the officer's prepare for the oral interview. It will discuss the interview, strategies to use during the interview process, preparing a presentation and understand what the interview panel is looking for with this job. The subjects to be covered include, dress, posture, eye contact, voice, non-verbal communication, verbal responses, etc. Participants will be video taped in a simulated interview and critiqued. Those who have attended the program have done extremely well in the interview process.

- **Dates:**
- **Starting Date:**
- October 01, 2002
- February 14, 2003
- **Hours:** 7
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Report Writing

### Report Writing

**Course Description:** This program is designed to provide the police officer with skills to enhance his/her report writing capabilities. Emphasis will be placed on the following: Organization, format, sentence structure, active verb voice, first person, transferring interview skills and recall into a report, and writing for prosecution. This 16 hour program will also include a homework assignment that is to be completed. Each student will be given the workbook, "Fidelity of Report Writing", and reports will be written from films and videos. Previous attendees rate this as an outstanding course.

- **Dates:**
- **Starting Date:** November 15, 2002      **Ending Date:** November 22, 2002
- **Hours:** 16 (2 days)
- **Audience:** Police officers
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Community Relations

### Community Relations

#### Customer Service for Public Safety Personnel

**Course Description:** This course is designed to further expose the participant to the concept of a quality customer relationship with the people they serve. They will be exposed to the concept of customer expectation, wants, needs and desires. It will be explained how the delivery of service can impact the budgetary allocation and the confidence level their customers have in their organization. They will be given examples as to the negative effects of poor customer confidence and how to avoid these pitfalls.

- **Dates:** Dates will be scheduled upon request of a host agency.
- **Hours:** 4
- **Audience:** Law enforcement officers, public safety personnel
- **Contact:** JET Consulting, Incorporated
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas      **Phone:** 248-345-1794
- **E-mail:** [JETConsultingIncorporated@hotmail.com](mailto:JETConsultingIncorporated@hotmail.com)
- **MCOLIS Registration:** JET 200201

## Conflict Resolution

### Verbal Judo

**Course Description:** Verbal Judo or Tactical Communications, trains officers to preserve law and order, while maintaining their own and the public's safety by using appropriate presence and words as force options. Verbal Judo is the principle of Judo itself: using the energy of others to master situations. A set of communication principles and tactics that enable the user to generate cooperation and voluntary compliance in others under stressful conditions, such as hostile suspects, upset or frightened victims, or any action which places the officer and the community at odds with each other. Developed by George Thompson, Ph.D. based on his experience as a police officer and English professor, verbal judo teaches a philosophy of how to look creatively at conflict and offer specific, usable, and powerful tactics and strategies to resolve tense situations.

- **Dates:**
- **Starting Date:**
- October 10, 2002
- October 17, 2002
- October 24, 2002
- **Location:** Eastpointe Community Center, Eastpointe
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>



## Crime Prevention/Security Systems

## Crime Prevention

## Crimes Against the Elderly

## Identifying and Preventing Fraud Against Older Persons

**Course Description:** This course was developed to help law enforcement officers work more effectively with older persons. It provides law enforcement supervisors a means to prepare themselves and their officers for a future in which a number of older people in this country will outnumber all other age groups -- those over 65 already outnumber our teenage population! Topics include demographic trends, myths and facts of aging, dealing with Alzheimer's patients, communicating with older persons, fear and victimization, and fraud (con artists often select older persons as their targets of choice.) Strategies for crime prevention programs that have proven to be particularly meaningful to older persons will also be discussed. The information provided will assist officers to improve their interview techniques, implement and refine community policing initiatives.

- **Dates:**
- **Starting Date:** October 22, 2002
- **Ending Date:** October 23, 2002
- **Hours:** 6
- **Audience:** Law enforcement officers
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Cultural Diversity

### Cultural Diversity

#### **Professionalism for Public Safety Personnel: A Private Sector Approach to Governmental Management**

**Course Description:** This course is designed to develop guidelines for dealing with today's social diversity and cultural differences while delivering a quality service. This course is also designed for the progressive police professional who understands that policing today's society takes more than technical skills. They will be exposed to personal and professional ethical approaches that will aid them to maintain their high level of service while serving a highly diverse society. This course is further designed to accomplish this task with little or no conflict by fostering good habits and behavioral modifications. The participants will be introduced to how demographic changes have impacted not only the types of service delivered, but also on the composition of the workforce that is expected to deliver that service. To be effective, executives must understand the values, beliefs and ethics of the members of their organization as well as the communities in which they serve. Professionalism today includes the need for greater understanding across race, regions, cultures and gender lines while improving communication with members of these groups. The participants will be given the tools for making this process a daily habit without compromising their individuality.

- **Dates:** Dates will be scheduled upon request of a host agency.
- **Hours:** 8
- **Audience:** Police professionals, fire, emergency management personnel, communication department head, as well as middle management and line personnel..
- **Location:**
- **Contact:** JET Consulting, Incorporated
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas **Phone:** 248-345-1794
- **E-mail:** JETConsultingIncorporated@hotmail.com
- **MCOLES Registration:** JET 200106

## Spanish

### Survival Spanish for Law Enforcement

**Course Description:** Communication, not grammar, is the primary goal of this four-day program. Participants will be provided the knowledge about, and practical application of the Spanish culture and language, that can be used when faced with Spanish or Latin American subjects. Officers who have been provided with basic understanding and communication skills of the Spanish language and culture will be better prepared to conduct routine calls, diffuse confrontations, and make vehicle stops and arrest with greater efficiency and with less potential danger to the officers. Participants will gain the knowledge and skills to permit them to write a citation, obtain basic information from a subject, make a safe felony car stop, and effect an arrest in a safe manner when confronted with a Spanish-speaking person.

- **Dates:**
- **Starting Date:** October 15, 2002      **Ending Date:** October 18, 2002
- **Hours:** 32
- **Audience:** All non-Spanish speaking Law enforcement officers and dispatchers who may have to communicate during the course of their duties with Spanish-speaking subjects.
- **Location:** Canton Police Department Training Room
- **Contact:** Canton Department of Public Safety,
- **1<sup>st</sup> Contact:** Lt. John MacDiarmid      **Phone:** 734-394-5449
- **E-mail:** PublicSafetyTraining@Canton-mi.org
- **2<sup>nd</sup> Contact:** Denise Bejma      **Phone:** 734-394-5451
- **E-mail:** PublicSafetyTraining@Canton-mi.org

## Domestic Violence/Juvenile

### Child Abuse

#### Child Abuse and Neglect: Prevention, Assessment and Treatment

**Course Description:** This year there are 25 workshops available to meet the needs of professionals from varied disciplines and with differing levels of experience. Participants can choose from such topics as domestic violence, worker safety and assessing attachment. Experts from across the country will present these workshops in a variety of ways including use of question and answer, lecture, video, and slides. In addition, each participant will receive a course syllabus that includes outlines and articles from many of the presenters.

- **Dates:**
- **Starting Date:** October 28, 2002      **Ending Date:** October 29, 2002
- **Hours:** 11
- **Audience:** All professionals working with children and families, ie, child advocates, law enforcement personnel, attorneys
- **Location:** Ypsilanti Marriott
- **Contact:** University of Michigan Medical School
- **1<sup>st</sup> Contact:** Vivienne Oestergaard      **Phone:** 734-647-8784
- **2<sup>nd</sup> Contact:**      **Phone:** 1-800-800-0666
- **MCOL Registration:** UOA 200201



## **Forensic Interviewing of Child Sexual Abuse Victims**

**Course Description:** Child sexual abuse is a familiar phenomenon in our culture. Child victims can be challenging to interview. This training will focus on how to interview child victims in a forensically sound manner. It will also focus on a multidisciplinary approach to the investigation of child sex crimes with the use of child advocacy centers.

- **Dates:**
- **Starting Date:**
- February 04, 2003
- February 25, 2003
- **Hours:** 6
- **Audience:** Law enforcement investigators
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Child Sexual Abuse**

### **Introduction to Forensic Interviewing of Child Sexual Assault Victims**

**Course Description:** This course is an introduction to the child sexual assault process and the introduction to the Michigan Forensic Interview Protocol. The attendee will also become acutely familiar with the Child Sexual Assault Process, the suspect law enforcement typologies, and finally they will be instructed in the proper use of the Michigan Forensic Interview Protocol.

- **Dates:** Dates to be determined
- **Hours:** 6
- **Audience:** Law enforcement, child protective services, prosecuting attorneys
- **Contact:** Investigative Training Seminars
- **1<sup>st</sup> Contact:** Geoffrey Flohr **Phone:** 616-982-3426
- **E-mail:** GeoffreyFlohr@hotmail.com
- **MCOLES Registration:** FLG 2002 01

## **Forensic Interviewing of Child Sexual Abuse Victims**

**Course Description:** Child sexual abuse is a familiar phenomenon in our culture. Child victims can be challenging to interview. This training will focus on how to interview child victims in a forensically sound manner. It will also focus on a multidisciplinary approach to the investigation of child sex crimes with the use of child advocacy centers.

- **Dates:**
- **Starting Date:**
- February 04, 2003
- February 25, 2003
- **Hours:** 6
- **Audience:** Law enforcement investigators
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Domestic Violence**

### **Domestic Violence: Investigation and Liability Training**

**Course Description:** This course will explain civil liability of officers and agencies in domestic violence incidents, discuss on scene investigation techniques, officer safety, and how to respond to children at the scene.

- **Dates:**
- **Starting Date:**
- October 25, 2002
- **Audience:** Command officers, investigators, and road patrol officers
- **Location:** Macomb Community College
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** nowickiC@macomb.cc.mi.us **Phone:** 810-498-4051
- **E-mail:** 810-498-4051
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Firearms/Weapons

### Firearms

#### Colt Armorers

**Course Description:** Each graduate will gain a complete understanding of the design theory, nomenclature, dynamics, compatibility, interchangeability, detailed disassembly, assembly, maintenance and troubleshooting of the M16/AR-15 family of weapons including rifles, carbines and sub-machine guns.

- **Dates:**
- **Starting Date:** October 29, 2002      **Ending Date:** October 31, 2002
- **Location:** Canton Police Department Training Room
- **Contact:** Canton Department of Public Safety
- **1<sup>st</sup> Contact:** Lt. John MacDiarmid      **Phone:** 734-394-5449
- **E-mail:** PublicSafetyTraining@Canton-mi.org
- **2<sup>nd</sup> Contact:** Denise Bejma      **Phone:** 734-394-5451
- **E-mail:** PublicSafetyTraining@Canton-mi.org

#### F.A.T.S. Instructor

**Course Description:** This course is designed to take an existing firearms instructor and train them as a FATS instructor.

- **Dates:**
- **Starting Date:** December 16, 2002      **Ending Date:** December 17, 2002
- **Audience:** Certified firearms instructors
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Firearm Safety Course

**Course Description:** Delta College has been offering the Firearm Safety Course once a month for the last nine years and we will continue to offer this course most months in the future. We have received Program and Instructor Certification from the Michigan Commission on Law Enforcement Standards (MCOLES). In many counties, in order to obtain a permit to carry a concealed weapon, you must attend a 12-hour Firearm Safety Course consisting of a legal aspect, a firearm introduction, and a range firing session. The Firearm Safety Course is taught by Jeff Stroud and Ron Rousseau.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 21, 2002                      October 23, 2002
- December 02, 2002                      December 04, 2002
- **Hours:** 12
- **Contact:** Delta College, Criminal Justice Center
- **1<sup>st</sup> Contact:** Jill Gallihugh                      **Phone:** 989-686-9108
- **E-mail:** jsgallih@alpha.delta.edu
- **Web Site:** <http://www.delta.edu/crimjust/>

## Handgun Permit Laws

**Course Description:** Not available.

- **Dates:**
- **Starting Date:** :
- October 29, 2002
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Patrol Rifle Instructor School

**Course Description:** This 3 day course is designed to provide current firearms instructors with the knowledge and skills necessary to conduct in-service and recruit level patrol rifle firearms instruction. This block of instruction will focus on increasing the skills necessary to teach other officers in proper use of the patrol rifle through coaching and reinforcement.

- **Dates:**
- **Starting Date:** October 23, 2002      **Ending Date:** October 25, 2002
- **Hours:** 24
- **Audience:** Current firearms instructors who need instructor rating for patrol rifle.
- **Location:** Mac Donnelly Jr. Complex, Lansing
- **Contact:** Lansing Police Department
- **1<sup>st</sup> Contact:** Craig Baylis      **Phone:** 517-483-4653
- **E-mail:** cbaylis@ci.lansing.mi.us
- **Web Site:** <http://www.lansingpolice.com>
- **MCOLES Registration:** LPD 200203

## Pistol Instructor School

**Course Description:** This 40 hour training program is designed to provide the student with the comprehensive knowledge and skills needed to administer and supervise in-service firearms range training. The class format includes classroom lecture in conjunction with student demonstrations in range qualification exercises. Students will learn to evaluate and correct errors in shooting techniques and decisions, in both the MCOLES qualification course of instruction and decision shooting exercises.

- **Dates:**
- **Starting Date:** November 18, 2002      **Ending Date:** November 22, 2002
- **Hours:** 40
- **Audience:** Officers who plan on becoming certified firearms range instructors
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Shotgun Instructor School

**Course Description:** This 24 hour training program is designed to provide the student with the comprehensive knowledge and skills needed to administer and supervise in-service shotgun training. The class format includes classroom lecture in conjunction with student demonstrations in range qualification exercises. Students will learn to evaluate and correct errors in shooting techniques and decisions, in both the MCOLES qualification course of instruction and decision shooting exercises. Officers will be exposed to low light range drills and be required to qualify under low light conditions.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 28, 2002                      October 30, 2002
- **Hours:** 24
- **Audience:** Those officers who plan on becoming certified firearms range instructors
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick                      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien                      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Field Training Officer (FTO)

### Field Training

### Field Training Officer

**Course Description:** The Field Training Officer Seminar provides training officers with the instruction necessary to effectively serve as an in-the-field teacher, trainer, and coach for Recruit/Probationary law enforcement personnel. This practical course is designed to equip the Field Training Officer with the necessary skills to provide structured on-the-job training and to comprehensively document the Recruit/Probationary officer's performance.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 14, 2002                      October 18, 2002
- April 21, 2003                      April 25, 2003
- **Audience:** Training Officers
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** [nowickiC@macomb.cc.mi.us](mailto:nowickiC@macomb.cc.mi.us)
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** [mietlingj@macomb.cc.mi.us](mailto:mietlingj@macomb.cc.mi.us)
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Field Training Officer Update

**Course Description:** This program is a must for field training officers, field training officer supervisors, and field training officer managers. You'll be updated on the latest trends in field training concepts across the United States. This presentation will include the most recent changes to the D.O.R., S.E.G.'s evaluation designators, and weekly summary reports.

- **Dates:**
- **Starting Date:** January 06, 2003      **Ending Date:** January 07, 2003
- **Hours:** 16
- **Audience:** FTO's and FTO supervisors/commanders
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Supervising and Managing Field Training Officer Programs

**Course Description:** This course provides supervisors and managers with the instruction necessary to effectively manage the on shift training and performance evaluation of probationary law enforcement personnel. The course also assists personnel to develop critical supervisory skills such as documenting performance appraisal, employee goal-setting and motivation, and analyzing performance problems. The four-day instruction will address the following topics: "Managing" the probationary police officer at the patrol shift level; functions of the field training unit (managing the field training cadre); ensuring the use of the standardized performance evaluation guidelines; training liability for field training personnel; administrative/legal issues of probationary officer termination; and evaluating FTOs and the Field Training Process.

- **Dates:**
- **Starting Date:** December 16, 2002      **Ending Date:** December 19, 2002
- **Hours:** 28
- **Audience:** Supervisors and managers
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## General Investigation Techniques

## Arson/Fire

## Vehicle Fire Investigation School

**Course Description:** This school is presented by the Michigan State Police, Fire Marshal Division. Students will receive classroom instruction and participate in the actual burning of late model vehicles, simulating incendiary and accidental vehicle fire causes. Students will then have the opportunity to examine the burned vehicles. Prerequisite: Students must have attended the 80 hour FMD Basic Fire Investigation School. Classes include: identifying vehicles, motives, ignitions and steering columns, accidental fire causes, fuel and fuel systems, electrical fire causes, legal aspects, and live burn exercise.

- **Dates:** Application Deadline: September 13, 2002
- **Starting Date:** **Ending Date:**
- October 07, 2002 October 11, 2002
- **Hours:** 40
- **Audience:** Fire investigators
- **Location:** Kettunen Center, Tustin, MI
- **Contact:** Michigan State Police, Fire Marshal Division
- **1<sup>st</sup> Contact:** D/Lt. Jim Shinsky **Phone:** 517-322-5463
- **E-mail:** Shinskyj@state.mi.us
- **2<sup>nd</sup> Contact:** S/Sgt. Chad Coney **Phone:** 517-322-5783
- **3<sup>rd</sup> Contact:** Autumn Schrauben **Phone:** 517-322-1938
- **Web Site:** [http://www.mspfmfd.org/train\\_ndx.htm](http://www.mspfmfd.org/train_ndx.htm)



## Computer Crime

### Investigating Computer Use of the Internet By Child Sex Offenders

**Course Description:** This course will provide the investigators a general overview of computer child pornography, with the regard to on-line methodologies of preferential child molesters and in-depth instruction on conducting an investigation in Cyberspace. The course will provide the investigator with the knowledge necessary to initiate both proactive and reactive investigations targeting known or potential suspects, with a special concentration on Internet investigations. This course will explain investigations involving America On-Line, CompuServe and local computer BBS services. This course will also explain how to identify Internet suspects, gather evidence and obtain On-Line subscriber information and how to prepare search warrant affidavits for Internet Service Providers, for the suspect's residence and computer, also defining specific laws regulating governmental access to information and undercover operations. Also this training concentrates on investigations involving child pornography and preferential child molester, these techniques are universal and would be beneficial to any other type of investigation involving the Internet. October 2, 2002 - Optional third introductory day - The optional introductory day will present an overview of computers concentrating on the physical components, hardware and topography relating to on-line and Internet related matters, an overview of the on-line and Internet connectivity software, instruction on how to configure a computer system and software to connect to the Internet and on-line services, an explanation on how to find an Internet Service Provider (ISP) and establish an account and an overview of the most common Internet and communication client software including web browsers, news readers, and e-mail programs. While the intent is for this optional day to be introductory in nature, all attendees will find that it is an excellent supplement to the overall training.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 02, 2002                      October 04, 2002
- October 03, 2002                      October 04, 2002
- **Location:** Oakland Police Academy
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick                      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien                      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Crime Scene

### Crime and Data Analysis Workshop

**Course Description:** Workshop designed to familiarize police personnel with the basic concepts of crime analysis -- what it is, why it's necessary, and how to start doing it. The workshop identifies the types of information that needs to be gathered to uncover community crime patterns and teaches participants how to compute the basic statistical equations necessary for predicting the dates, times, and locations of future occurrences of specific types of crime.

- **Dates:** Varies throughout the year
- **Hours:** 8
- **Audience:** Community Policing Personnel
- **Contact:** Michigan State University, School of Criminal Justice - Michigan Regional Community Policing Institute
- **1<sup>st</sup> Contact:** Regional Community Policing Institute      **Phone:** 800-892-9501
- or 517-355-9648
- **E-mail:** danah.henriksen@ssc.msu.edu
- **2<sup>nd</sup> Contact:** Audrey Z. Martini      **Phone:** 517-432-2252
- **E-mail:** Audrey.Martini@ssc.msu.edu
- **Web Site:** [www.cj.msu.edu/~outreach/rcpi/train.html](http://www.cj.msu.edu/~outreach/rcpi/train.html)
- **MCOL Registration:** MSUSJC 200202

## General

### Basic Detective School (5 day)

**Course Description:** The school is designed for the new detective. Topics covered include: arson, child abuse, intelligence gathering, LEIN, major case investigation, crime lab & narcotics, photography, forensic pathology, questioned documents, handling informants, search & seizure, search warrants.

- **Dates:**
- **Starting Date:** December 03, 2002      **Ending Date:** December 07, 2002
- **Hours:** 36
- **Audience:** New detectives
- **Location:** Clare - Doherty Hotel and Convention Center
- **Contact:** Michigan State Police, Investigative Services Bureau
- **1<sup>st</sup> Contact:** D/Sgt. Annette Cook      **Phone:** 517-336-6115
- **E-mail:** CookAM@state.mi.us
- **2<sup>nd</sup> Contact:** D/Sgt. Lori King      **Phone:** 517-336-6652
- **E-mail:** KingL@state.mi.us

## Criminal Profiling: Criminal Investigative Analysis

**Course Description:** Criminal Profiling is rapidly emerging criminal investigative technique used in identifying individual personality characteristics of a perpetrator based on the detailed analysis of the crime and the crime scene. The profile yields a portrait of the offender differentiated and distinguishable from the general population. Instruction will provide theories, factors and other aspects of criminal profiling, as well as the three-step method of developing a profile with emphasis on "signature" and modus operandi. The class will explore serial, spree and mass murders, as well as rapes. By use of examples from known cases, including the presentation of cases for class assessment and profiling.

- **Dates:**
- **Starting Date:** **Ending Date:**
- October 02, 2002 October 04, 2002
- **Audience:** A must for all investigators
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Narcotics

## Basic Narcotics Identification

**Course Description:** The purpose of this course is to familiarize the student with the basic skills to identify and recognize narcotics most often encountered by the police. The student will become familiar with basic ideas and methods used in narcotics investigations including documenting and controlling confidential sources as well as techniques used in undercover investigations. This course is highly recommended for the road officer to enhance his/her knowledge of narcotic identification skills or officers assigned to a narcotics or special operations investigative unit.

- **Dates:**
- **Starting Date:**
- November 01, 2002
- **Audience:** Road officers or officers assigned to a narcotics or special operations investigative unit
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **DEA - Basic Narcotics Officer**

**Course Description:** The U.S. Drug Enforcement Administration will present a two week Basic Narcotics Officer course designed for officers who have been or are about to be assigned to narcotic units or narcotic investigations.

- **Dates:**
- **Starting Date:** December 09, 2002      **Ending Date:** December 20, 2002
- **Hours:** 80
- **Audience:** Officers who have been or are about to be assigned to narcotics units or narcotic investigations.
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### **Photography**

#### **Accident Investigation 3 - Accident Photography**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University.

- **Dates:**
- **Starting Date:** February 11, 2003      **Ending Date:** February 12, 2003
- **Hours:** 16
- **Audience:** Accident investigators
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

#### **Basic Crime Scene Photography**

**Course Description:** Not available

- **Dates:**
- **Starting Date:** November 04, 2002      **Ending Date:** November 06, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Crime Scene Photo & Specialized Photographic Methods**

**Course Description:** The purpose of this course is to teach law enforcement investigators practical knowledge and the "hands on" experience of photographing crime scenes and physical evidence. This workshop will cover a discussion of equipment and techniques used in the photographic documentation of the crime scene. Practical exercises will help put specific techniques into practice. Participants will receive immediate feedback on their photographic efforts. Class is limited to 14 - register early.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 28, 2002                      October 30, 2002
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick                      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien                      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Police Shootings**

### **Contemporary Investigation of Police Shooting: Case Study Analysis**

**Course Description:** The objectives of this seminar are to educate officers about police phenomenology, the principles of action vs. reaction, response time and psycho-physical factors during split second violent encounters. This seminar is a case study of a police shooting in which a raid officer killed a gun wielding suspect by shooting him in the back. A detailed analysis of the incident including a review of a videotape that captured the incident will take place. The situation will be evaluated in light of current law, use of force principles, psycho-physical factors and time series/motion studies.

- **Dates:**
- **Starting Date:**
- December 03, 2002
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** [nowickiC@macomb.cc.mi.us](mailto:nowickiC@macomb.cc.mi.us)
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** [mietlingj@macomb.cc.mi.us](mailto:mietlingj@macomb.cc.mi.us)
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Suicide

### The Myth of Suicide by Cop

**Course Description:** Objectives of this seminar course are: The analysis of the "Suicide by Cop" phenomena from a criminological perspective. "Suicide by Cop" incidents are not new social occurrences. Suicide and homicide from the police perspective are explored along with recent social research regarding this issue. The recognition of this type of event as suicide, has created an atmosphere in which officers are conditioned to blame themselves. Police PTSD issues are examined. The seminar teaches officers to recognize persons in crisis and understand that "Suicide by Cop" is almost always justifiable homicide performed in the line of duty.

- **Dates:**
- **Starting Date:**
- October 23, 2002
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Undercover

### Basic Undercover Officer

**Course Description:** Not available.

- **Dates:**
- **Starting Date:** **Ending Date:**
- November 06, 2002 November 09, 2002
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Laboratory**

### **Crime Scene Processing**

#### **Crime Scene Photo & Specialized Photographic Methods**

**Course Description:** The purpose of this course is to teach law enforcement investigators practical knowledge and the "hands on" experience of photographing crime scenes and physical evidence. This workshop will cover a discussion of equipment and techniques used in the photographic documentation of the crime scene. Practical exercises will help put specific techniques into practice. Participants will receive immediate feedback on their photographic efforts. Class is limited to 14 - register early.

- **Dates:**
- **Starting Date:** October 28, 2002      **Ending Date:** October 30, 2002
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

#### **Advanced Techniques in Property Room Management**

**Course Description:** A comprehensive, advanced training seminar that covers the proper techniques for evidence storage and security, management of technological and electronic evidence, and effective management controls.

- **Dates:**
- **Starting Date:** October 08, 2002      **Ending Date:** October 09, 2002
- **Audience:** Sworn and civilian employees with experience in and basic knowledge of evidence and property management.
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

#### **Alternative Light Source for Evidence Technicians**

**Course Description:** Not available

- **Dates:**
- **Starting Date:** November 20, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Evidence Technician Training

**Course Description:** Designed to train personnel in the methodical and intelligent examination of the crime scene and evaluation of the evidence gathered. Training includes protection of the crime scene; recognition, collection and preservation of evidence; and testifying in court; note taking, scene sketching, photography, casting, modeling, and latent print lifting.

- **Dates:** Meets Wednesdays & Thursdays
- **Starting Date:**                      **Ending Date:**
- October 02, 2002                      October 31, 2002
- **Hours:** 80
- **Audience:** Certified police officers
- **Location:** Grayling
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs                      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema                      **Phone:** 989-275-989-275-5000 Ext. 2835000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** www.kirtland.cc.mi.us/criminaljustice/

## Evidence Technician Update/Crime Scene Processing

**Course Description:** A three day program to enhance and build upon the skills learned in a basic evidence technician program. This program will consist of the processing of at least four mock crime scenes. This program is to develop and sharpen the officer's skills in the recognition, collection, and preservation of toolmark, tire track, footwear, firearms, and physical match evidence utilizing their skills in photographing, casting, lifting, etc. Meals are not included in the program fee. Overnight accommodations are available at local motels. A list of the required equipment will be mailed to all evidence technicians. Prerequisite: Participants must have completed a basic evidence technician program (80 hours) before attending the Update.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 02, 2002                      October 04, 2002
- October 07, 2002                      October 09, 2002
- **Hours:** 24
- **Audience:** State certified evidence technicians
- **Location:** PSI facility, 732 Ave "G", Sawyer, MI
- **Contact:** Northern Michigan University, U. P. Law Enforcement Development Center - Public Safety Institute
- **1<sup>st</sup> Contact:** U.P.L.E.D.C.                      **Phone:** 906-227-1408
- **2<sup>nd</sup> Contact:** Mike Bath                      **Phone:** 906-346-4505
- **E-mail:** mbath@nmu.edu



## Forensic Crime Scene Techniques

**Course Description:** The focus of this presentation will center on the basic to advanced methods of examining crime scenes for forensic and fingerprint evidence. program outline: value of evidence, basic photography & sketching; fingerprint history, crime scene management, court presentation, hazardous materials at crime scenes, presumptive blood testing, blood print development. New hands-on presentation of: basic development & uncommon latent print techniques, chemical development of latent prints, light energy use in forensic crime scene examination.

- **Dates:**
- **Starting Date:** October 30, 2002      **Ending Date:** November 01, 2002
- **Hours:** 24
- **Audience:** Law enforcement officers, detectives, supervisors, forensic crime scene specialists, crimes against persons detectives, and those responsible for evidence collection or fingerprint development at crime scenes.
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Super Glue for Evidence Technicians

**Course Description:** Not available

- **Dates:**
- **Starting Date:** November 19, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Forensic Crime Scene Techniques

**Course Description:** The focus of this presentation will center on the basic to advanced methods of examining crime scenes for forensic and fingerprint evidence. program outline: value of evidence, basic photography & sketching; fingerprint history, crime scene management, court presentation, hazardous materials at crime scenes, presumptive blood testing, blood print development. New hands-on presentation of: basic development & uncommon latent print techniques, chemical development of latent prints, light energy use in forensic crime scene examination.

- **Dates:**
- **Starting Date:** October 30, 2002      **Ending Date:** November 01, 2002
- **Hours:** 24
- **Audience:** Law enforcement officers, detectives, supervisors, forensic crime scene specialists, crimes against persons detectives, and those responsible for evidence collection or fingerprint development at crime scenes.
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Evidence/Property Management

### Evidence and Property Room Management

**Course Description:** This basic evidence recognition, collection, and processing seminar is designed for the officer who does not have an evidence technician to call upon. Through lecture and hands-on exercises, students will learn basic skills of documenting, collecting, and preserving evidence. Topics include: statutory and case law; evidence and property procedures; storage of evidence and property; evidence and property records; and evidence control and audit procedures.

- **Dates:**
- **Starting Date:** May 06, 2003      **Ending Date:** May 08, 2003
- **Hours:** 6
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** [nowickiC@macomb.cc.mi.us](mailto:nowickiC@macomb.cc.mi.us)
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** [mietlingj@macomb.cc.mi.us](mailto:mietlingj@macomb.cc.mi.us)
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Advanced Techniques in Property Room Management

**Course Description:** A comprehensive, advanced training seminar that covers the proper techniques for evidence storage and security, management of technological and electronic evidence, and effective management controls.

- **Dates:**
- **Starting Date:** October 08, 2002      **Ending Date:** October 09, 2002
- **Audience:** Sworn and civilian employees with experience in and basic knowledge of evidence and property management.
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Alternative Light Source for Evidence Technicians

**Course Description:** Not available

- **Dates:**
- **Starting Date:** November 20, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Evidence Technician Training

**Course Description:** Designed to train personnel in the methodical and intelligent examination of the crime scene and evaluation of the evidence gathered. Training includes protection of the crime scene; recognition, collection and preservation of evidence; and testifying in court; note taking, scene sketching, photography, casting, modeling, and latent print lifting.

- **Dates:** Meets Wednesdays & Thursdays
- **Starting Date:** October 02, 2002      **Ending Date:** October 31, 2002
- **Hours:** 80
- **Audience:** Certified police officers
- **Location:** Grayling
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** [gibbsc@kirtland.cc.mi.us](mailto:gibbsc@kirtland.cc.mi.us)
- **2<sup>nd</sup> Contact:** Jerry W. Boerema      **Phone:** 989-275-989-5000 Ext. 283
- **E-mail:** [boeremaj@kirtland.cc.mi.us](mailto:boeremaj@kirtland.cc.mi.us)
- **Web Site:** [www.kirtland.cc.mi.us/criminaljustice/](http://www.kirtland.cc.mi.us/criminaljustice/)

## **Evidence Technician Update/Crime Scene Processing**

**Course Description:** A three day program to enhance and build upon the skills learned in a basic evidence technician program. This program will consist of the processing of at least four mock crime scenes. This program is to develop and sharpen the officer's skills in the recognition, collection, and preservation of toolmark, tire track, footwear, firearms, and physical match evidence utilizing their skills in photographing, casting, lifting, etc. Meals are not included in the program fee. Overnight accommodations are available at local motels. A list of the required equipment will be mailed to all evidence technicians. Prerequisite: Participants must have completed a basic evidence technician program (80 hours) before attending the Update.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 02, 2002                      October 04, 2002
- October 07, 2002                      October 09, 2002
- **Hours:** 24
- **Audience:** State certified evidence technicians
- **Location:** PSI facility, 732 Ave "G", Sawyer, MI
- **Contact:** Northern Michigan University, U. P. Law Enforcement Development Center - Public Safety Institute
- **1<sup>st</sup> Contact:** U.P.L.E.D.C.              **Phone:** 906-227-1408
- **2<sup>nd</sup> Contact:** Mike Bath              **Phone:** 906-346-4505
- **E-mail:** mbath@nmu.edu

## **Super Glue for Evidence Technicians**

**Course Description:** Not available

- **Dates:**
- **Starting Date:**
- November 19, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick              **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien              **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Evidence and Property Room Management**

**Course Description:** This basic evidence recognition, collection, and processing seminar is designed for the officer who does not have an evidence technician to call upon. Through lecture and hands-on exercises, students will learn basic skills of documenting, collecting, and preserving evidence. Topics include: statutory and case law; evidence and property procedures; storage of evidence and property; evidence and property records; and evidence control and audit procedures.

- **Dates:**
- **Starting Date:** May 06, 2003      **Ending Date:** May 08, 2003
- **Hours:** 6
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Fingerprints**

### **Advanced Forensic Fingerprint Identification and Testimony Course**

**Course Description:** This focus of this course will be to acquaint the student with information concerning latent print comparisons and to prepare for and testify as a fingerprint expert. This course will provide detailed instruction and practical application of fingerprint pattern interpretation; the study and evaluation of friction ridge characteristics; digit determination; the orientation of latent prints to known prints; and evaluation and comparison of latent prints. Extensive practical exercises will be conducted in the evaluation and comparison of latent prints. Class instruction and practical exercises will include the preparation of fingerprint evidence for court testimony. Each student will prepare a set of charted enlargements of latent and inked fingerprints. A significant portion of this course will consist of conducting latent print comparisons and the presentation of direct expert testimony by and cross-examination of the student.

- **Dates:**
- **Starting Date:** October 07, 2002      **Ending Date:** October 11, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Forensic Sciences

### Advanced Forensic Fingerprint Identification and Testimony Course

**Course Description:** This focus of this course will be to acquaint the student with information concerning latent print comparisons and to prepare for and testify as a fingerprint expert. This course will provide detailed instruction and practical application of fingerprint pattern interpretation; the study and evaluation of friction ridge characteristics; digit determination; the orientation of latent prints to known prints; and evaluation and comparison of latent prints. Extensive practical exercises will be conducted in the evaluation and comparison of latent prints. Class instruction and practical exercises will include the preparation of fingerprint evidence for court testimony. Each student will prepare a set of charted enlargements of latent and inked fingerprints. A significant portion of this course will consist of conducting latent print comparisons and the presentation of direct expert testimony by and cross-examination of the student.

- **Dates:**
- **Starting Date:** October 07, 2002      **Ending Date:** October 11, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

### Medicolegal Investigation of Death

**Course Description:** This program is jointly sponsored by Wayne State University School of Medicine, Michigan State Police and the Fraternal Order of Police, State Lodge of Michigan. The presentations will cover topics including: forensic pathology of collection/preservation of evidence, injury by various means, traffic accidents, child abuse, strangulation, DNA profiling, blood splattering, time of death, and case presentations.

- **Dates:** Tentatively scheduled for April 2003
- **Hours:** 15
- **Audience:** Police officers, prosecutors, medical examiners, criminal defense lawyers, evidence technicians, criminalists, traffic accident investigators, homicide investigators, coroners, criminal justice professionals
- **Location:** Hyatt Regency, Fairlane Town Center, Dearborn
- **Contact:** Wayne State University, Division of Continuing Medical Education
- **1<sup>st</sup> Contact:** Andrea Lubienski      **Phone:** 313-561-7151
- **E-mail:** [alubien@med.wayne.edu](mailto:alubien@med.wayne.edu)
- **Web Site:** <http://www.med.wayne.edu/cme/>

**Course Description:** The focus of this presentation will center on the basic to advanced methods of examining crime scenes for forensic and fingerprint evidence. program outline: value of evidence, basic photography & sketching; fingerprint history, crime scene management, court presentation, hazardous materials at crime scenes, presumptive blood testing, blood print development. New hands-on presentation of: basic development & uncommon latent print techniques, chemical development of latent prints, light energy use in forensic crime scene examination.

- October 2002

## Legal

### FOIA

#### Freedom of Information Act: An In-Depth Study

**Course Description:** This day long workshop on the Michigan Freedom of Information Act is for the serious public official. This is a must attend presentation for individuals responsible for processing FOIA requests. This is the most comprehensive FOIA presentation available for government officials. Topics covered: An in-depth discussion of all aspects of the Act; who has to comply with the Act; what a public body has to do under the Act; what is a public record; who is responsible for responses to requests; how to calculate the appropriate fees; the items exempt from disclosure; exemptions found in other laws; time limits to respond; the right to appeal to the legislative body and to the court; current cases interpreting the Act; forms; practical considerations; and a flow chart processing request.

- **Dates:**
- **Starting Date:**
- October 16, 2002
- **Hours:** 6
- **Audience:** People who are primarily responsible to responding to FOIA requests and people who are in charge of record maintenance and record keeping, including clerks, and police record keeping clerks will find this program extremely valuable.
- **Location:** Comfort Inn, Mt. Pleasant
- **Contact:** Michigan Municipal League,
- **1<sup>st</sup> Contact:** Matt Ikle                      **Phone:** 734-669-6312
- **E-mail:** mikle@mml.org
- **2<sup>nd</sup> Contact:** Kelly Stanford              **Phone:** 734-669-6310
- **E-mail:** stanford@mml.org
- **Web Site:** <http://www.mml.org>

### Legal Issues

#### Basic Commercial Motor Vehicle Law

**Course Description:** This class is an introduction to the laws pertaining to commercial motor vehicles (CMV). It is not an inspection class, but will give officers the tools necessary to conduct roadside stops of CMVs and enforce applicable regulations (e.g., CDLs, medical certificates, traffic laws, registration, fuel permits, etc.). This class complements the Inspection, Size and Weight, and Hazardous Materials courses currently offered at Macomb Community College.

- **Dates:** These classes are available to any college or law enforcement agency. Call to schedule.
- **Hours:** 6
- **Audience:** Local and county police officers interested in commercial vehicle laws
- **Location:** Macomb Community College, Fraser
- **Contact:** J & J Transportation Services,
- **1<sup>st</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** David W. Ford                      **Phone:** 616-781-7619
- **E-mail:** dlford46@hotmail.com
- **MCOLIS Registration:** JJT 200201



## **Commercial Vehicle: Hazardous Materials Transportation**

**Course Description:** The transportation of hazardous materials in our communities is a major concern. The hazardous materials transportation course is designed to introduce law enforcement personnel to the federal materials regulations and how these regulations apply to highway transportation. Upon successful completion of the course, the student will be able to locate particular regulations and apply them appropriately.

- **Dates:** These classes are available to any college or law enforcement agency. Call to schedule.
- **Hours:** 24
- **Audience:** Officers interested in enforcing the hazardous materials regulations (shipping papers, placards, labels, etc. Experience with commercial vehicles is recommended.
- **Location:** Macomb Community College
- **Contact:** J & J Transportation Services,
- **1<sup>st</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** David W. Ford **Phone:** 616-781-7619
- **E-mail:** dlford46@hotmail.com
- **MCOLES Registration:** JJT 200203

## **Commercial Vehicle: Size and Weight Enforcement**

**Course Description:** Size and weight regulations are vital to a safe and trouble free highway infrastructure. The condition of Michigan's roads is a large issue and is of concern to the general public. Local agencies, through this training program have an opportunity to show their community that they are doing something to protect local roads. Size and weight restrictions also play an integral part in traffic safety which is important to us all.

- **Dates:** These classes are available to any college or law enforcement agency. Call to schedule.
- **Hours:** 12
- **Audience:** Officers interested in learning how to weigh trucks and enforce the size and weight statutes.
- **Location:** Macomb Community College
- **Contact:** J & J Transportation Services,
- **1<sup>st</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** David W. Ford **Phone:** 616-781-7619
- **E-mail:** dlford46@hotmail.com
- **MCOLES Registration:** JJT 200202

## Legal Update

### Legal Review and Update

**Course Description:** A professional police service requires performance standards which are based on the law. Police have a duty to periodically review and update their understanding of the law. In this time of increasing liability, this training is becoming increasingly critical. This seminar will provide a review and discussion period on the following areas of the law: Legislative Update, Police Officer Liability/Immunity, Use of Deadly Force, Legal Update/Analysis of the law of Search and Seizure, Legal update/Analysis of the law of admissions and confessions, Administrative Forfeiture Act, legal Update/Analysis of the law and identification, the law of search warrants, the law of pursuit driving. Course Outline: Instruction will consist of a brief lecture with open discussion and questions and answer on each topic. An extensive legal update manual will be furnished to each student and practical examples will be discussed.

- **Dates:**
- **Starting Date:**
- October 16, 2002
- December 11, 2002
- **Hours:** 7
- **Audience:** Line officers, investigators, and supervisors
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Management/Supervision/Administration**

### **Budget/Fiscal**

#### **Basic Budgeting for Public Safety Personnel**

**Course Description:** This course is designed for the progressive public safety professional who understands that serving today's society takes more than technical skills. They will be exposed to a basic budgetary process that will aid them to maintain their high level of service while serving a highly diverse and demanding society. As an increasing number of leaders in law enforcement accept this premise, that fiscal responsibility and competency must be key objectives of a modern government, they seek ways of making this financial accountability an everyday practice for employees. This course is further designed to accomplish this task with little technical skills by fostering sound basic budgeting principles. The participants will be introduced to how social and political changes have impacted not only the way we budget, but why government is mandated to be more effective and efficient. To be effective, executives must understand how budgeting impacts the members of their organization as well as the communities in which they serve. Public professionalism today includes the need for greater understanding as to why government is faced with the need to compete and plan their budget much like the private sector. The participants will be given tools for making this process a daily habit.

- **Dates:**
- **Starting Date:**
- October 16, 2002
- **Hours:** 6
- **Audience:** Police, fire, emergency management, communication department heads
- **Contact:** Michigan Municipal League,
- **1<sup>st</sup> Contact:** Matt Ikle                      **Phone:** 734-669-6312
- **E-mail:** mikle@mml.org
- **2<sup>nd</sup> Contact:** Kelly Stanford                      **Phone:** 734-669-6310
- **E-mail:** stanford@mml.org
- **Web Site:** <http://www.mml.org>

## **Budgets That Build Public Trust**

**Course Description:** The annual budget in any municipality should be the best source of accurate and productive information for officials, employees and most of all, the public. Goals, policies, strategies and accomplishments complement financial data to provide a complete picture of the municipality. Learn how this critical document can be the foundation of your public information campaign and help build public understanding of their local government. Emphasis will be on applying the standards established by GFOA in its Budget Presentation Award Program including the Budget as Financial Plan, Policy Document, Operations Guide and Communications Device. Co-sponsored by Michigan Municipal Communicators.

- **Dates:**
- **Starting Date:**
- November 01, 2002
- **Contact:** Michigan Municipal League,
- **1<sup>st</sup> Contact:** Matt Ikle                      **Phone:** 734-669-6312
- **E-mail:** mikle@mml.org
- **2<sup>nd</sup> Contact:** Kelly Stanford              **Phone:** 734-669-6310
- **E-mail:** stanford@mml.org
- **Web Site:** <http://www.mml.org>

## **Discipline/Ethics**

### **Ethics & Professionalism**

**Course Description:** Not available.

- **Dates:**
- **Starting Date:**
- October 15, 2002
- October 23, 2002
- October 30, 2002
- November 06, 2002
- **Hours:** 7
- **Location:** Gaylord (Oct. 15); Cadillac (Oct. 23); Gaylord (Oct. 30); Mt. Pleasant (Nov. 6)
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs                      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema              **Phone:** 989-275-5000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** [www.kirtland.cc.mi.us/criminaljustice/](http://www.kirtland.cc.mi.us/criminaljustice/)

## Harassment/Discrimination

### Diversity & Police/Community Relations

**Course Description:** A four hour synopsis covering history of bias and hate, understanding and analyzing prejudice, protecting oneself from Civil Rights complaints and profiling accusations, communication skills, sexual harassment, understanding the various cultures within the geographical policing area.

- **Dates:** Ongoing at the request of individual police departments
- **Hours:** 4
- **Audience:** Law enforcement officers/administrators
- **Contact:** JET Consulting, Incorporated,
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas                      **Phone:** 248-345-1794
- **E-mail:** JETConsultingIncorporated@hotmail.com
- **MCOLES Registration:** TCC 200201

### Leadership

#### Anatomy of Leadership in a Command Position: Employee Relations Issues Within the Criminal Justice Profession

**Course Description:** This course will consist of a series of eight one-day "leadership" seminars. Each seminar will be developed to allow the mid-level managers and executives within a law enforcement agency the opportunity to pick and choose one-day seminars that will assist them in their job responsibilities. For a total educational experience in the role of a command officer a student would benefit from their attendance at all eight seminar sessions. Additionally, three special topic management seminars will be offered during the fall of 2002. Note: Based upon the request from regional law enforcement executives that two of the seminars be repeated, the grant has been structured to allow the seminars "The Leadership Challenge" and "Implementation of Strategic Planning" to be repeated during the fall of 2002. Employee Relations Issues within the Criminal Justice Profession: This seminar will discuss the unique labor relations and employment issues that a command office may face within a law enforcement or criminal justice agency. Such issues as employee discipline, dealing with employee alcohol and substance abuse, employee counseling, and Public Act 312 arbitration negotiations and implementation will be presented.

- **Dates:**
- **Starting Date:**
- October 07, 2002
- **Hours:** 6
- **Location:** All courses will be conducted at Grand Valley State University's Grand Rapids campus located at 401 W. Fulton Street.
- **Contact:** Grand Valley State University, Grand Valley Criminal Justice Education Center
- **1<sup>st</sup> Contact:** James B. Bolger                      **Phone:** 616-336-7130
- **2<sup>nd</sup> Contact:** Cindy Breen                      **Phone:** 616-336-7130
- **3<sup>rd</sup> Contact:** Lisa Vissers                      **Phone:** 616-336-7130
- **Web Site:** <http://www4.gvsu.edu/cj/training/gvsu-cjec.htm>

## **Anatomy of Leadership in a Command Position: Instilling Loyalty Within Your Team and the Concept of Compassionate Leadership**

**Course Description:** This course will consist of a series of eight one-day “leadership” seminars. Each seminar will be developed to allow the mid-level managers and executives within a law enforcement agency the opportunity to pick and choose one-day seminars that will assist them in their job responsibilities. For a total educational experience in the role of a command officer a student would benefit from their attendance at all eight seminar sessions. Additionally, three special topic management seminars will be offered during the fall of 2002. Note: Based upon the request from regional law enforcement executives that two of the seminars be repeated, the grant has been structured to allow the seminars “The Leadership Challenge” and “Implementation of Strategic Planning” to be repeated during the fall of 2002. Instilling Loyalty within Your Team and the Concept of Compassionate Leadership: This seminar will discuss the process by which a leader can instill agency loyalty within their team. The methods to market your “team’s” accomplishment, both internally and externally, will be presented. The issues of proper apolitical behavior of a law enforcement executive will also be discussed. The seminar will provide a wrap-up of the total program by highlighting the major concepts presented during each session and bringing them into focus as we examine the Compassionate Leader. Even though attendees at this session may not have attended all seven other sessions this wrap-up will be holistic enough to be of value to all in attendance. At the end of the session, a leadership exercise addressing the knowledge, skills and abilities presented during the entire seminar series will be completed.

- **Dates:**
- **Starting Date:**
- November 08, 2002
- **Hours:** 6
- **Location:** All courses will be conducted at Grand Valley State University's Grand Rapids campus located at 401 W. Fulton Street.
- **Contact:** Grand Valley State University, Grand Valley Criminal Justice Education Center
- **1<sup>st</sup> Contact:** James B. Bolger      **Phone:** 616-336-7130
- **2<sup>nd</sup> Contact:** Cindy Breen      **Phone:** 616-336-7130
- **3<sup>rd</sup> Contact:** Lisa Vissers      **Phone:** 616-336-7130
- **Web Site:** <http://www4.gvsu.edu/cj/training/gvsu-cjec.htm>

## **Anatomy of Leadership in a Command Position: Project Management Within Criminal Justice Agencies**

**Course Description:** This course will consist of a series of eight one-day “leadership” seminars. Each seminar will be developed to allow the mid-level managers and executives within a law enforcement agency the opportunity to pick and choose one-day seminars that will assist them in their job responsibilities. For a total educational experience in the role of a command officer a student would benefit from their attendance at all eight seminar sessions. Additionally, three special topic management seminars will be offered during the fall of 2002. Note: Based upon the request from regional law enforcement executives that two of the seminars be repeated, the grant has been structured to allow the seminars “The Leadership Challenge” and “Implementation of Strategic Planning” to be repeated during the fall of 2002. Project Management within Criminal Justice Agencies: Often criminal justice professionals are called upon to develop, implement and evaluate major projects within their agencies. These projects may be in the form federal or state grants, operational projects such as departmental conversion to new weapons, vehicles, or patrol techniques. This seminar will present guidelines for the project manager to follow and pitfalls for them to avoid fulfilling their project management responsibilities.

- **Dates:**
- **Starting Date:** :
  - December 09, 2002
- **Hours:** 6
- **Audience:**
- **Location:** All courses will be conducted at Grand Valley State University's Grand Rapids campus located at 401 W. Fulton Street.
- **Contact:** Grand Valley State University, Grand Valley Criminal Justice Education Center
- **1<sup>st</sup> Contact:** James B. Bolger      **Phone:** 616-336-7130
- **2<sup>nd</sup> Contact:** Cindy Breen      **Phone:** 616-336-7130
- **3<sup>rd</sup> Contact:** Lisa Vissers      **Phone:** 616-336-7130
- **Web Site:** <http://www4.gvsu.edu/cj/training/gvsu-cjec.htm>

## **Anatomy of Leadership in a Command Position: Successfully Addressing Issues of Diversity and Implementing Cultural Change**

**Course Description:** This course will consist of a series of eight one-day “leadership” seminars. Each seminar will be developed to allow the mid-level managers and executives within a law enforcement agency the opportunity to pick and choose one-day seminars that will assist them in their job responsibilities. For a total educational experience in the role of a command officer a student would benefit from their attendance at all eight seminar sessions. Additionally, three special topic management seminars will be offered during the fall of 2002. Note: Based upon the request from regional law enforcement executives that two of the seminars be repeated, the grant has been structured to allow the seminars “The Leadership Challenge” and “Implementation of Strategic Planning” to be repeated during the fall of 2002. **Successfully Addressing Issues of Diversity and Implementing Cultural Change** within a Criminal Justice Agency: This seminar will examine the issue of diversity – both internal and external – of a criminal justice agency. The issues of addressing the problems of a hostile work environment from both a legal and ethical position will be presented. Additionally, how a diverse law enforcement agency can contribute to healthy police-community relations will be presented. The issues of how we as law enforcement executives, dealing with senior officers and well as the new recruit generation, implement cultural “buy-in” and cultural change within our agencies will be discussed.

- **Dates:**
- **Starting Date:**
- October 11, 2002
- **Hours:** 6
- **Audience:**
- **Location:** All courses will be conducted at Grand Valley State University's Grand Rapids campus located at 401 W. Fulton Street.
- **Contact:** Grand Valley State University, Grand Valley Criminal Justice Education Center
- **1<sup>st</sup> Contact:** James B. Bolger                      **Phone:** 616-336-7130
- **2<sup>nd</sup> Contact:** Cindy Breen                      **Phone:** 616-336-7130
- **3<sup>rd</sup> Contact:** Lisa Vissers                      **Phone:** 616-336-7130
- **Web Site:** <http://www4.gvsu.edu/cj/training/gvsu-cjec.htm>



## **Anatomy of Leadership in a Command Position: Use of Appraisal Systems Within Criminal Justice Agencies**

**Course Description:** This course will consist of a series of eight one-day “leadership” seminars. Each seminar will be developed to allow the mid-level managers and executives within a law enforcement agency the opportunity to pick and choose one-day seminars that will assist them in their job responsibilities. For a total educational experience in the role of a command officer a student would benefit from their attendance at all eight seminar sessions. Additionally, three special topic management seminars will be offered during the fall of 2002. Note: Based upon the request from regional law enforcement executives that two of the seminars be repeated, the grant has been structured to allow the seminars “The Leadership Challenge” and “Implementation of Strategic Planning” to be repeated during the fall of 2002. **Use of Appraisal Systems within Criminal Justice Agencies:** This seminar will focus on the use of appraisal systems for both employee performance review and for promotional selection. The students will be exposed to the concepts to employ in the development of a performance review appraisal system as well as the methodology utilized when conducting a hiring/promotion selection performance session. Also presented will be the legal guidelines for sharing of employee information when conducting appraisal review sessions.

- **Dates:**
- **Starting Date:**
- November 18, 2002
- **Hours:** 6
- **Audience:**
- **Location:** All courses will be conducted at Grand Valley State University's Grand Rapids campus located at 401 W. Fulton Street.
- **Contact:** Grand Valley State University, Grand Valley Criminal Justice Education Center
- **1<sup>st</sup> Contact:** James B. Bolger      **Phone:** 616-336-7130
- **2<sup>nd</sup> Contact:** Cindy Breen      **Phone:** 616-336-7130
- **3<sup>rd</sup> Contact:** Lisa Vissers      **Phone:** 616-336-7130
- **Web Site:** <http://www4.gvsu.edu/cj/training/gvsu-cjec.htm>

## Instructor Development

**Course Description:** This fifty-two hour course will prepare the law enforcement officer to develop, conduct and evaluate training sessions. Topics covered during this training will be how to structure criterion reference training courses for the adult learner, how to develop lesson plans, how to effectively create and use audio visual training aids, use of Microsoft Power Point® program, how to develop presentation skills, the methods utilized to evaluate students understanding of material presented – oral questioning in the classroom and development of written tests and skill performance tests. Students will be required to prepare and present a complete lesson plan including audio-visual training aids and an evaluation model that ensures articulated training objectives have been met. The course will run from 9:00 AM to 5:00 PM on the first day, 8:00 AM to 5:00 PM on training days two through five - the intervening weekend off - and then from 9:00 AM to 5:00 PM on day six and 8:00 AM until 3:00 PM on the last day. Lunches provided for the students, instructors and program administrator on the first, fifth and last days.

- **Dates:**
- **Starting Date:** October 21, 2002      **Ending Date:** October 29, 2002
- **Hours:** 52
- **Location:** All courses will be conducted at Grand Valley State University's Grand Rapids campus located at 401 W. Fulton Street.
- **Contact:** Grand Valley State University, Grand Valley Criminal Justice Education Center
- **1<sup>st</sup> Contact:** James B. Bolger      **Phone:** 616-336-7130
- **2<sup>nd</sup> Contact:** Cindy Breen      **Phone:** 616-336-7130
- **3<sup>rd</sup> Contact:** Lisa Vissers      **Phone:** 616-336-7130
- **Web Site:** <http://www4.gvsu.edu/cj/training/gvsu-cjec.htm>

## Leadership Development

**Course Description:** This program is designed primarily for the law enforcement lieutenant or upper-level manager, but can be taken by anyone seeking to broaden their organizational perspective. The goal is to help students balance management demands with leadership judgment. The program is taught through lecture, reading assignments, videotapes, and self-assessment instruments. Each class will have one or more guest lecturers to instruct specialized topics. Leadership development will include: 360-degree feedback review, strategic planning, principle-centered leadership, administrative courage, total quality management, and mentoring.

- **Dates:**
- **Starting Date:** October 14, 2002      **Ending Date:** October 18, 2002
- December 09, 2002      December 13, 2002
- **Hours:** 40
- **Audience:** Upper-level managers, civilian or enlisted
- **Location:** Training Academy
- **Contact:** Michigan State Police, Training Division
- **1<sup>st</sup> Contact:** Terri Russell      **Phone:** 517-322-5174
- **E-mail:** russellt@michigan.gov
- **2<sup>nd</sup> Contact:** Sgt. Chris Pascoe      **Phone:** 517-322-5585
- **E-mail:** pascoec@michigan.gov
- **MCOLES Registration:** MSP 200216

## **Management/Supervision**

### **Commercial Vehicle Enforcement - Supervisors Training**

**Course Description:** Supervisors of police officers who conduct commercial vehicle enforcement are trained to understand what it is their officers are doing. They are given training in the Federal Regulations, Michigan Vehicle Code, and the Michigan Motor Carrier Safety Act. Classroom lecture of materials.

- **Dates:** Various dates and locations statewide
- **Hours:** 8
- **Audience:** Supervisors of police officers and ordinance personnel
- **Contact:** Michigan Police Training
- **1<sup>st</sup> Contact:** Steve Blankenship      **Phone:** 734-847-3299
- **E-mail:** michiganpolicetraining@yahoo.com
- **2<sup>nd</sup> Contact:**      **Phone:** 419-340-9265 - Mobile Phone
- **MCOLES Registration:** MCPT200205

### **Achieving Supervisory Excellence (a/k/a Police Supervision)/Supervision**

**Course Description:** This twenty-four (24) hour, 3 day course is designed specifically for supervisors who direct, motivate, lead, appraise, and discipline others. Participants analyze performance problems and their own methods of leadership and supervision; develop people skills in listening, assertion and giving feedback; learn how to coach performance problems; identify supervisory liability issues, and more.

- **Dates:**
- **Starting Date:**      **Ending Date:**
- October 28, 2002      October 30, 2002
- December 10, 2002      December 12, 2002
- **Hours:** 24
- **Audience:** Sergeants and other first line supervisors
- **Location:** The Summit, Canton Township (October); Lansing (December)
- **Contact:** MACNLOW Associates
- **1<sup>st</sup> Contact:** Denise Pinkerton      **Phone:** 989-362-9660
- **E-mail:** MACNLOW@aol.com
- **2<sup>nd</sup> Contact:** Dr. Murlene McKinnon      **Phone:** 989-362-9660
- **E-mail:** MEMckinnon@aol.com
- **MCOLES Registration:** MNA 200206

## Basic Police Supervision

**Course Description:** Basic Police Supervision is a 24 hour hands on program designed specifically for first line supervisors who direct, motivate, lead, appraise and discipline others. Emphasizes a practical application of supervisory knowledge including: role transition; responsibilities; situational leadership; work behavioral styles; communication skills; leadership; motivation; analysis and resolution of performance problems; coaching.

- **Dates:**
- **Starting Date:** October 28, 2002      **Ending Date:** October 30, 2002
- **Hours:** 24
- **Location:** Canton Police Department Training Room
- **Contact:** Canton Department of Public Safety,
- **1<sup>st</sup> Contact:** Lt. John MacDiarmid      **Phone:** 734-394-5449
- **E-mail:** PublicSafetyTraining@Canton-mi.org
- **2<sup>nd</sup> Contact:** Denise Bejma      **Phone:** 734-394-5451
- **E-mail:** PublicSafetyTraining@Canton-mi.org
- **MCOLES Registration:** MNA 200201

## Managing the Marginal Employee

**Course Description:** Not available.

- **Dates:**
- **Starting Date:** February 10, 2003      **Ending Date:** February 13, 2003
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

**Course Description:** The Assessment Center will be discussed, how it works, what exercises are used, evaluation, and how to prepare for the center. Various performance dimensions will be discussed and there will be demonstrations on various scenarios. Participants should bring their agency's policy and procedures manual and a copy of their department's rules and regulations.

- ## Risk Management for Law Enforcement Supervisory Personnel

- **Dates:**
- **Starting Date:**
- October 24, 2002
- **Hours:** 8
- **Audience:** Law enforcement supervisors
- **Location:** Oakland Community College, Building F, Room 123
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Supervision Plus

**Course Description:** Co-sponsored by Corrections Training Consortium of Northern Michigan, Kirtland Community College, and Michigan Municipal Risk Management Association.

- **Dates:**
- **Starting Date:** October 21, 2002      **Ending Date:** October 25, 2002
- **Location:** Marsh Ridge Resort, Gaylord
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** [www.kirtland.cc.mi.us/criminaljustice/](http://www.kirtland.cc.mi.us/criminaljustice/)

## Supervising and Managing Field Training Officer Programs

**Course Description:** This course provides supervisors and managers with the instruction necessary to effectively manage the on shift training and performance evaluation of probationary law enforcement personnel. The course also assists personnel to develop critical supervisory skills such as documenting performance appraisal, employee goal-setting and motivation, and analyzing performance problems. The four-day instruction will address the following topics: "Managing" the probationary police officer at the patrol shift level; functions of the field training unit (managing the field training cadre); ensuring the use of the standardized performance evaluation guidelines; training liability for field training personnel; administrative/legal issues of probationary officer termination; and evaluating FTOs and the Field Training Process.

- **Dates:**
- **Starting Date:** December 16, 2002      **Ending Date:** December 19, 2002
- **Hours:** 28
- **Audience:** Supervisors and managers
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Supervision and Community Policing**

**Course Description:** An interactive 2-day workshop identifying the changing style necessary for the supervisor/manager working with police in a collaborative effort. Program focuses on supporting the department's transition to community policing; overseeing the creation of "beat" profiles; working the change; examining the supervisor's functions as mentor, facilitator, motivator and coach; working with officers and community residents and community members to develop, implement, and manage problem solving systems; assessing results and providing feedback on accomplishments made in addressing problems of crime and disorder; and examining issues of team building.

- **Dates:** Varies throughout the year.
- **Hours:** 16
- **Audience:** Supervisors and managers of police officers
- **Location:** Not available
- **Contact:** Michigan State University,  
School of Criminal Justice - Michigan Regional Community Policing Institute
- **1<sup>st</sup> Contact:** Regional Community Policing Institute
- **Phone:** 800-892-9501 or 517-355-9648
- **E-mail:** danah.henriksen@ssc.msu.edu
- **2<sup>nd</sup> Contact:** Audrey Z. Martini      **Phone:** 517-432-2252
- **E-mail:** Audrey.Martini@ssc.msu.edu
- **Web Site:** [www.cj.msu.edu/~outreach/rcpi/train.html](http://www.cj.msu.edu/~outreach/rcpi/train.html)
- **MCOLES Registration:** MSUSJC 200204

## **Personnel Selection/Promotion/Performance Evaluation**

### **Entry Level, Transfers, Promotions - Oral Interview**

**Course Description:** This program will fit in with both the basic recruit academy as well as part of the supervision/management programs. It will be part of the career enhancement programs designed to assist personnel to obtain the professional status they have earned and richly deserve. There are currently no programs that help a citizen prepare for a job applicant interview, or an officer prepare for interview regarding transfer or promotion. This area is important to a citizen/officer, as they successfully complete a process which has allowed them to proceed to an interview panel. The panel is going to make a recommendation based upon 15 to 30 minutes in the applicant's career. Research has also shown that individuals who do very good in an interview are normally the applicants who obtain the position.

- **Dates:**
- **Starting Date:**
- October 01, 2002
- **Hours:** 7
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Records Management

### Police Records Management

**Course Description:** This course is designed to provide an understanding of the basic components and functions of police records systems and how the records function can better support other units, divisions and commands within the police organization. The functional responsibilities of records systems are thoroughly examined as well as the various files, indexes and logs associated with police records. Participants have the opportunity to solve practical records problems using knowledge gained from the class. Emphasis is placed on material and class discussion regarding the efficient transition to upgraded computer records systems.

- **Dates:**
- **Starting Date:** November 19, 2002      **Ending Date:** November 20, 2002
- **Hours:** 21
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### Records Management and Retention

**Course Description:** The good news is we have records. The bad news is that we have records. A municipality needs adequate records to do the job, defend itself in court and protect the rights of citizens. In doing this, a municipality may become overwhelmed by the volume of records, the lack of organization, and the cost of and lack of storage space. The frequently asked questions of what do we have to keep, how long do we have to keep the record, how to dispose of unneeded or unwanted records and who can look at the records will be answered. Topics covered: How to get started - understanding the purpose of record keeping, inventory of records, and records specialist/coordinator. How long to keep records - administrative/operational purposes, legal reasons, fiscal values, audits, grants, forensic, historical values, legal requirements: local, state, and federal. Disposition of records - schedules, specific records, and times, process. Obligation to protect records - requirements, penalties for violation, other consequences. Public access to records - specific statutes, Freedom of Information Act.

- **Dates:** Morning session
- **Starting Date:**
- October 18, 2002
- **Hours:** 3
- **Location:** Comfort Inn, Mt. Pleasant
- **Contact:** Michigan Municipal League
- **1<sup>st</sup> Contact:** Matt Ikle      **Phone:** 734-669-6312
- **E-mail:** mikle@mml.org
- **2<sup>nd</sup> Contact:** Kelly Stanford      **Phone:** 734-669-6310
- **E-mail:** stanford@mml.org
- **Web Site:** <http://www.mml.org>



## **Motor Carrier**

### **Motor Carrier Enforcement**

#### **Basic CMV Awareness**

**Course Description:** An introductory class for local police officers, county deputies and troopers when making routine traffic stops on a CMV.

- **Dates:**
- **Starting Date:**
- November 08, 2002
- **Hours:** 4
- **Audience:** Police officers, county deputies, MSP troopers
- **Contact:** Michigan State Police, Motor Carrier Division
- **1<sup>st</sup> Contact:** Lt. David Ford      **Phone:** 517-336-6449

### **Officer Development & Training**

#### **Health/Wellness/Stress**

#### **Managing Priorities to take the Stress out of Time Management**

**Course Description:** Many of us feel we function best under the pressures of time, stress, deadlines, crises or problems. The reality is that most of us do not. You need to stay in control, think on your feet, make decisions under pressure and react to situations with calmness and dignity. You will learn the ability to manage interdepartmental priorities to create collaborative successes. You will learn to prioritize the urgent and non-urgent issues in your professional and personal life. This very personal program is interactive and not just a quick-fix time management approach.

- **Dates:**
- **Starting Date:**
- October 25, 2002
- **Location:** Holiday Inn West, Lansing
- **Contact:** Michigan Municipal League
- **1<sup>st</sup> Contact:** Matt Ikle      **Phone:** 734-669-6312
- **E-mail:** mikle@mml.org
- **2<sup>nd</sup> Contact:** Kelly Stanford      **Phone:** 734-669-6310
- **E-mail:** stanford@mml.org
- **Web Site:** <http://www.mml.org>

## **Public Safety Manager**

### **Basic Crime Prevention for Public Safety Personnel**

**Course Description:** This course is designed for the progressive police professional who understand that policing today's society takes more than technical skills. They will be exposed to personal and professional crime prevention approaches that will aid them to maintain their high level of service while serving a highly diverse society. This course is further designed to accomplish this task with little or no conflict by fostering good habits and behavioral modifications. The participants will be introduced to how demographic changes have impacted not only the types of service delivered, but to the composition of the workforce that is expected to deliver that service. The goal of this course will expose the participants to crime prevention techniques for the workplace.

- **Dates:** Dates will be scheduled upon request of a host agency.
- **Hours:** 4
- **Contact:** JET Consulting, Incorporated
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas **Phone:** 248-345-1794
- **E-mail:** JETConsultingIncorporated@hotmail.com

### **Basic Legal Ramification for Public Safety Personnel**

**Course Description:** This course is designed for the progressive police professional who understand that policing today's society takes more than technical skills. They will be exposed to personal and professional approaches that will aid them to maintain their high level of service while serving a highly diverse society. This course is further designed to accomplish this task with little or no conflict by fostering good habits and behavioral modifications. The participants will be introduced to how demographic changes have impacted not only the types of service delivered, but to the composition of the workforce that is expected to deliver that service. The goal of this course will expose the participants to the basic, legal restrictions and advantages of police officers and their organizations.

- **Dates:** Dates will be scheduled upon request of a host agency.
- **Contact:** JET Consulting, Incorporated
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas **Phone:** 248-345-1794
- **E-mail:** JETConsultingIncorporated@hotmail.com
- **MCOLES Registration:** JET 200101

## **Basic Report Writing for Public Safety Personnel**

**Course Description:** This course is designed for the progressive police professional who understand that policing today's society takes more than technical skills. They will be exposed to personal and professional crime prevention approaches that will aid them to maintain their high level of service while serving a highly diverse society. This course is further designed to accomplish this task with little or no conflict by fostering good habits and behavioral modifications. The participants will be introduced to how demographic changes have impacted not only the types of service delivered, but to the composition of the workforce that is expected to deliver that service. The goal of this course will expose the participants to basic report writing techniques and procedures that will enhance police professionals to document parts of an incident.

- **Dates:** Dates will be scheduled upon request of a host agency.
- **Contact:** JET Consulting, Incorporated
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas                      **Phone:** 248-345-1794
- **E-mail:** JETConsultingIncorporated@hotmail.com
- **MCOL Registration:** JET 200102

## **Developing Management Personnel/Developing Public Safety Management Personnel**

**Course Description:** This program is designed to develop mid management personnel. Subjects to be presented include: An exercise in Understanding Your Personnel, Interpersonal and Organizational Communication, Developing Policy and Procedures, Critical Incident Management, Delegation, Budgets, Supervisors Role in Use of Force Reports, Media and Public Relations, and Developing New Projects in your agency. Participants attending the program will be required to develop a project. The project will include a major project, developing a budget, writing a policy and procedures as well as the overall plan for implementation. This will be a labor-intensive program and require work outside the classroom.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- June 16, 2003                      June 20, 2003
- **Hours:** 40
- **Audience:** Mid-management law enforcement personnel and mid-management fire department personnel
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Self Improvement

### Law Enforcement In-Service School

**Course Description:** This class is intended to update officers in Legal Update, Interview and Interrogation, Law Enforcement Ethics and Values, and Current Patrol Techniques. The students also participate in shoot/don't shoot scenarios in Range 200 and Simunition class. The students interact with each other in the gym during the ground fighting, handcuffing/searching, and weapon retention classes.

- **Dates:**
- **Starting Date:**

|                   |                   |
|-------------------|-------------------|
| October 07, 2002  | October 09, 2002  |
| October 14, 2002  | October 16, 2002  |
| October 28, 2002  | October 30, 2002  |
| November 06, 2002 | November 08, 2002 |
| December 04, 2002 | December 06, 2002 |
| December 16, 2002 | December 18, 2002 |
- **Ending Date:**
- **Hours:** 20
- **Audience:** Local and county certified law enforcement officers
- **Location:** Training Academy
- **Contact:** Michigan State Police, Training Division
- **1<sup>st</sup> Contact:** Nancy Shaffer      **Phone:** 517-322-6319
- **E-mail:** shaffen@michigan.gov
- **2<sup>nd</sup> Contact:** Sgt. Terry Guernsey      **Phone:** 517-322-6182
- **E-mail:** guernset@michigan.gov

### Oral Interviews For New Jobs, Transfers, and Promotions

**Course Description:** For the officers who have worked hard, studied for a new job, transfer, or promotion, then walked into an oral interview and done poorly? They may have spent their entire life preparing for a position only to loose out at the interview. They have been given fifteen to thirty minutes to convince the panel you are the best-qualified applicant. Seventy percent of a decision to hire, transfer, or promote is based on the oral interview. This program is intended to help the officer's prepare for the oral interview. It will discuss the interview, strategies to use during the interview process, preparing a presentation and understand what the interview panel is looking for with this job. The subjects to be covered include, dress, posture, eye contact, voice, non-verbal communication, verbal responses, etc. Participants will be video taped in a simulated interview and critiqued. Those who have attended the program have done extremely well in the interview process.

- **Dates:**
- **Starting Date:**
  - October 01, 2002
  - February 14, 2003
- **Hours:** 7
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Patrol Activities

### Driving

#### Emergency Vehicle Basic Operations

**Course Description:** This certified program meets the MCOLES certification standards for law enforcement driver training. Training includes 8 hours at Fraser Campus and a 16 hour range session at Selfridge Air National Guard Base. Each department must provide one standard police package vehicle for every three trainees. Call for information about hosting this program at your location.

- **Dates:**
- **Starting Date:** December 12, 2002
- **Ending Date:** December 14, 2002
- **Hours:** 24
- **Audience:** Law enforcement personnel
- **Location:** Fraser Campus (8 hrs) & Selfridge Air National Guard Base (16 hrs)
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

#### Emergency Vehicle Operation Recertification

**Course Description:** This program meets MCOLES certification standards for law enforcement driver training. Training includes 2 hours at Fraser Campus and a 6 hour range session at Selfridge Air National Guard Base. Each department must provide one standard police package for every three trainees. Prerequisite: Trainee must have attended a 24 hour MCOLES approved driving program. Trainee must pass the required driving exercises: Lane change, evasive, serpentine, controlled braking, and pursuit situation. Call for information about hosting this program at your location.

- **Dates:**
- **Starting Date:**
- October 30, 2002
- November 06, 2002
- November 27, 2002
- December 04, 2002
- December 18, 2002
- **Hours:** 8
- **Audience:** Trainee must have attended a 24 hr. MCOLES approved driving program
- **Location:** Fraser Campus/Selfridge Air National Guard Base
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Emergency Vehicle Sport Utility Vehicle Training

**Course Description:** This program meets certification standards for law enforcement driver training. Training includes 2 hours at Fraser Campus and a 6 hour Range Session at Selfridge Air National Guard Base. Each department must provide one standard SUV vehicle for every three trainees. Prerequisite: Trainee must pass the required driving exercises: Lane change; Evasive; Serpentine; Controlled braking; Intersection.

- **Dates:**
- **Starting Date:**
- October 15, 2002
- **Hours:** 8
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Precision Driving Full School

**Course Description:** This school teaches pursuit driving, emergency response and routine patrol, using lecture and practical exercises. The school will also address conformance with statutes for public safety vehicle operations; vehicle dynamics and driving within the physical limitations of the vehicle; defensive driving; common driving problems; driving under adverse conditions; and high-speed driving decisions.

- **Dates:**
- **Starting Date:** **Ending Date:**
- October 14, 2002 October 16, 2002
- **Hours:** 16
- **Audience:** Certified police officers
- **Location:** Camp Grayling Airfield
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema **Phone:** 989-275-5000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** [www.kirtland.cc.mi.us/criminaljustice/](http://www.kirtland.cc.mi.us/criminaljustice/)

**Course Description:** Program is designed to provide training to those individuals who will be actively involved in the training of other police officers, both in-service and at the recruit level. The 80 hour course will consist of classroom training covering areas such as vehicle dynamics, civil liability/legal issues, defensive driving, skid control, performance driving, night driving, instructor development techniques, and in-car role reversal exercises. Also included in the program will be practical driving exercises, consisting of serpentine, evasive maneuvering, controlled braking, precision maneuvering, skid control, performance driving, night driving, and a cumulative skills assessment. Class size is limited to 10 students to allow a 2 to 1 student/instructor ratio. MSP patrol vehicles will be provided for all driving exercises.

- ## Precision Driving Refresher

- **Dates:**
- **Starting Date:** November 13, 2003
- **Ending Date:** November 14, 2003
- **Hours:** 16
- **Audience:** Officers who have completed the MSP 40 hour Advanced Precision Driving course
- **Location:** Precision Driving Facility, Lansing
- **Contact:** Michigan State Police, Training Division - Precision Driving Unit
- **1<sup>st</sup> Contact:** Precision Driving Unit
- **Phone:** 517-322-1782
- **MCOLES Registration:** MSP 200217

## Precision Driving Refreshers

**Course Description:** This hands-on course reviews the safe driving practices introduced in the precision driving full school.

- **Dates:**
- **Starting Date:**
- October 15, 2002
- October 16, 2002
- **Hours:** 8
- **Audience:** Certified police officers
- **Location:** Camp Grayling Airfield
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema **Phone:** 989-275-5000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** [www.kirtland.cc.mi.us/criminaljustice/](http://www.kirtland.cc.mi.us/criminaljustice/)

## Sport Utility Vehicle Training

**Course Description:** This program meets certification standards for law enforcement driver training. Training includes 2 hours at Fraser Campus and a 6 hour range session at Selfridge Air National Guard Base. Prerequisite: Trainee must pass the required driving exercises: lane change, evasive, serpentine, controlled braking, intersection.

- **Dates:**
- **Starting Date:**
- October 15, 2002
- **Location:** Fraser Campus & Selfridge Air National Guard Base
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>



## **Tactical Driving and Pursuit Skills**

**Course Description:** Officers are instructed in the proper skills necessary for the safe and effective use of patrol vehicles. This one day seminar incorporates evasive steering, controlled braking, lane change, serpentine and skid pad driving techniques and a comprehensive challenge course. Under direct supervision of a driving instructor, the officer will engage in pursuit activities and demonstrate behaviors consistent with safe and legal vehicle operation. With the availability of the Eaton Proving Grounds driving facility, the participant will experience driving maneuvers that simulate emergency driving situations. The trainee will demonstrate vehicle control in all phases of the six driving practicums. In a pursuit training scenario, the trainee will maintain safe intervals, report chase direction and observations, demonstrate evasive driving maneuvers, prepare for felony stops utilizing appropriate officer survival techniques, and terminate the chase when the threat of an accident becomes evident.

- **Dates:**
- **Starting Date:** :
  - October 05, 2002
  - October 12, 2002
  - October 19, 2002
  - October 26, 2002
- **Hours:** 8
- **Audience:** Police officers
- **Location:** Marshall, MI
- **Contact:** Kellogg Community College, Criminal Justice Programs
- **1<sup>st</sup> Contact:** Edie Miller      **Phone:** 616-965-3931 Ext. 2216
- **E-mail:** millere@kellogg.cc.mi.us
- **Web Site:** <http://www.kellogg.cc.mi/criminaljustice/trainingsched.html>

## **Ethics**

### **Ethics & Professionalism**

**Course Description:** Not available.

- **Dates:**
- **Starting Date:**
  - October 15, 2002
  - October 23, 2002
  - October 30, 2002
  - November 06, 2002
- **Hours:** 7
- **Location:** Gaylord (Oct. 15); Cadillac (Oct. 23); Gaylord (Oct. 30); Mt. Pleasant (Nov. 6)
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema      **Phone:** 989-275-5000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** [www.kirtland.cc.mi.us/criminaljustice/](http://www.kirtland.cc.mi.us/criminaljustice/)

## **Ethics for Public Safety Personnel**

**Course Description:** This course is designed to train participants in ethical and moral management while performing as public safety personnel. They will be exposed to how their private lives influence their professional decisions, and how to avoid conflict between the two. Participants will be further exposed to personal and professional approaches to situations requiring ethical, moral, cultural and professional judgments. They will be trained to understand how environmental sensitivity and cultural diversity can complement ethical management.

- **Dates:** Dates will be scheduled upon request of a host agency.
- **Hours:** 8
- **Contact:** JET Consulting, Incorporated,
- **1<sup>st</sup> Contact:** Dr. Joseph E. Thomas                      **Phone:** 248-345-1794
- **E-mail:** JETConsultingIncorporated@hotmail.com
- **MCOLES Registration:** MCC 200102

## **Mentally Ill/Emotionally Distraught Individuals**

### **Dealing with the Emotionally Disturbed & Suicidal Prisoner**

**Course Description:** This program offers a very down to earth overview of how emotionally disturbed persons affect the lives of police and corrections officers. You will learn how to perform a limited evaluation of disturbed people, organize the information, and learn what to do with it to protect the person, yourself, and your department. Patrol officers, corrections officers, booking and lock-up staff, and supervisors who must make decisions regarding prisoners or persons about to be incarcerated, who have mental health needs, will benefit from this program. The increasing liability when handling the emotionally disturbed makes this training critical. Students will receive assessment forms for measuring the risk of suicidal and emotionally ill people until they are placed in a professional safe environment.

- **Dates:**
- **Starting Date:**
- October 22, 2002
- **Audience:** Patrol officers, corrections officers, booking and lock-up staff, and supervisors
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Officer Safety (Survival)**

### **Understanding the Use of Body Armor and Violence**

**Course Description:** The objectives of this seminar are: the understanding of the history of body armor and its role in combat. Close attention is paid to body armor application and tactics. Fabrics, threats, levels and the actual use of body armor in street combat situations are explored. Attendees will learn about body armor from officers who have been shot, stabbed and impacted on armor in combat. Participants will also learn how to properly select armor products for themselves and departments.

- **Dates:**
- **Starting Date:**
- December 04, 2002
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Street Psychology**

### **Dealing with the Emotionally Disturbed & Suicidal Prisoner**

**Course Description:** This program offers a very down to earth overview of how emotionally disturbed persons affect the lives of police and corrections officers. You will learn how to perform a limited evaluation of disturbed people, organize the information, and learn what to do with it to protect the person, yourself, and your department. Patrol officers, corrections officers, booking and lock-up staff, and supervisors who must make decisions regarding prisoners or persons about to be incarcerated, who have mental health needs, will benefit from this program. The increasing liability when handling the emotionally disturbed makes this training critical. Students will receive assessment forms for measuring the risk of suicidal and emotionally ill people until they are placed in a professional safe environment.

- **Dates:**
- **Starting Date:**
- October 22, 2002
- **Audience:** Patrol officers, corrections officers, booking and lock-up staff, and supervisors
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Special Assignments

### Executive Protection

#### Special Response Team Advanced Executive Protection Course

**Course Description:** This is an advanced course designed to give the students expertise in the field of executive protection. In addition to classroom lectures, instructors will use practical exercises to measure the student's progress in the area of advanced work, walking formations, driving skills, and defensive tactics. Students will also receive information regarding threat levels.

- **Dates:** Not currently scheduled.
- **Audience:** Law enforcement officers
- **Contact:** Detroit Metropolitan Police Academy,  
Detroit Police Department Special Response Team
- **1<sup>st</sup> Contact:** Officer George Chester      **Phone:** 313-596-6108
- **E-mail:** champsrt@yahoo.com
- **2<sup>nd</sup> Contact:** Officer Trent Brown      **Phone:** 313-596-6108
- **MCOLES Registration:** DPMA 200214

#### Special Response Team Basic Executive Protection Course

**Course Description:** This is an advanced course designed to give the students expertise in the field of executive protection. In addition to classroom lectures, instructors will use practical exercises to measure the student's progress in the area of advanced work, walking formations, driving skills, and defensive tactics. Students will also receive information regarding threat levels.

- **Dates:** Not currently scheduled.
- **Hours:** 24
- **Audience:** Law enforcement officers
- **Contact:** Detroit Metropolitan Police Academy,  
Detroit Police Department Special Response Team
- **1<sup>st</sup> Contact:** Officer George Chester      **Phone:** 313-596-6108
- **E-mail:** champsrt@yahoo.com
- **2<sup>nd</sup> Contact:** Officer Trent Brown      **Phone:** 313-596-6108
- **MCOLES Registration:** DMPA 200209

## Special Response Team Executive Protection Course

**Course Description:** This course is designed to give students expertise in the field of executive protection. In addition to classroom lectures, instructors will use practical exercises to measure the student's progress in the area of evasive driving, motorcade operations, overview assassinations, improvised explosives, terrorism, unarmed self-defense, walking formations, mounts and dismounts, psychology profile.

- **Dates:** Not currently scheduled.
- **Hours:** 40
- **Audience:** Law enforcement officers
- **Contact:** Detroit Metropolitan Police Academy,  
Detroit Police Department Special Response Team
- **1<sup>st</sup> Contact:** Officer George Chester **Phone:** 313-596-6108
- **E-mail:** champsrt@yahoo.com
- **2<sup>nd</sup> Contact:** Officer Trent Brown **Phone:** 313-596-6108
- **MCOLES Registration:** DMPA 200210

## Police Motorcade Escort Procedures

**Course Description:** This course will track proper procedures for conducting motorcade escorts of dignitaries and other persons subject to US Secret Service Protection. This training teaches officers how to work together to accomplish this goal as a single highway trained unit all using the same techniques and procedures.

- **Dates:** Various locations in Michigan
- **Hours:** 8
- **Audience:** Police motorcade officers
- **Location:** Various locations in Michigan
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Daniel G. Lee **Phone:** 517-355-3270
- **E-mail:** leed@egr.msu.edu
- **2<sup>nd</sup> Contact:** Eunice Weber **Phone:** 517-355-3270
- **E-mail:** weber@egr.msu.edu

## Special Crimes

### Computer Crimes

## Advanced Internet Training

**Course Description:** Not available

- **Dates:**
- **Starting Date:** December 11, 2002 **Ending Date:** December 13, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Crimes Against Children

### Interviewing Techniques for Crimes Against Children

**Course Description:** Presented by the Institute of Child Advocacy. Professionals in the field of child abuse investigations have come to realize the single most critical step to successfully investigating and prosecuting child sex offenders is the interview of the victim and the offender. Improper interviewing techniques can traumatize a child, has contributed to lower conviction rates and has created the setting for civil liability. This seminar will provide the attendee an opportunity to develop their interviewing skills with victims and offenders. The attendee will be shown the proper use and applications of various interviewing aids and props, i.e. anatomical dolls and other tools exclusive to this field of investigation. Techniques will be demonstrated on how to conduct interviews with Situation v Preferential Offenders. Who Should Attend: This is a must course for investigators as well as prosecutors. Many veteran police investigators from around the country recommend the instructors of this course enthusiastically.

- **Dates:**
- **Starting Date:** December 11, 2002      **Ending Date:** December 13, 2002
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## Fugitive Apprehension

### Fugitive Apprehension

**Course Description:** The police role in the apprehension of wanted felons, fugitives from justice and escapees are essential to effective and productive policing. Over the past decade, public interest concerning wanted felons and fugitives has skyrocketed and is a media priority. Liability factors, the media, high profile escapees and television dramatization have magnified the need for aggressive and thorough warrant service. Subjects who hold outstanding arrest warrants are a danger to society and if not captured present a higher chance of committing additional criminal acts. This course was developed and is intended to present various techniques, resources and programs available for effective Fugitive Apprehension. The course is an in-depth look at how to maximize the development of leads for the tracking of wanted felons. Through case studies, slides, practical exercises and videotapes this course will address the following topics: Fugitives from Justice: Definitions and Identification; Basic Investigative Techniques; Advanced and Covert Investigative Techniques; Sources of Information: Private and Public Records; Interviewing Techniques: Reluctant Witnesses; Fugitive Assistance Programs, Rewards and Cooperative Efforts.

- **Dates:**
- **Starting Date:** November 01, 2002
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## RAVES

### Rave and Club Drugs

**Course Description:** Not available.

- **Dates:**
- **Starting Date:** January 08, 2003
- **Ending Date:** January 09, 2003
- **Hours:** 16
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** nowickiC@macomb.cc.mi.us **Phone:** 810-498-4051
- **E-mail:** 810-498-4051
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### Drug Detection/The New Trendy Drugs/Raves

**Course Description:** This eight hour program covers the following topics: the latest trendy drugs, paraphernalia used, signs of use in a vehicle or in possession, cannabis burn to certify officer in the distinguishing odor of the drug, signs of drug use, raves (the underground party), building rave parties, home rave parties, slang terms, web sites.

- **Dates:**
- **Starting Date:**
- October 09, 2002
- October 29, 2002
- October 30, 2002
- November 19, 2002
- November 26, 2002
- December 11, 2002
- **Hours:** 8
- **Audience:** Patrol, traffic, school liaison officers
- **Location:** Flint Police Academy (Nov 26, Contact: Charles Monroe @ 810-766-7223); Detroit Police Academy (Sept. 10, Oct. 9, Nov. 19, or Dec. 11, Contact: Sgt. Jarvis @ 313-596-2700); Tecumseh Police Dept. (Oct. 29, Contact: Troy Stern @ 517-423-7494).
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Charles Monroe **Phone:** 810-766-7223
- **2<sup>nd</sup> Contact:** Ken Krygel
- **E-mail:** krygel@aol.com
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Special Situations

### Hazardous Materials

#### Educational Methodology (H-1002) - Industry

**Course Description:** This is a two-day course developed to provide students with needed skills to proficiently use both didactic and vocational educational methodologies for instruction to students. This class satisfies the requirements of OSHA regulations and applicable MIOSHA rules regarding trainer qualifications. Areas to be covered include: communications in education, concepts of learning, human factors in teaching and learning skills, proper use and reason for teaching aids, lesson plan development and usage, teaching techniques, testing and evaluation, and training records and reports. The course will include classroom lecture and practical demonstration in limited group exercises.

- **Dates:** Call 517-322-1190 to schedule
- **Hours:** 16
- **Audience:** Program instructors
- **Contact:** Michigan State Police, Hazardous Materials Training Center
- **1<sup>st</sup> Contact:** Tony Garcia **Phone:** 517-322-1853
- **E-mail:** garciat@state.mi.us
- **Web Site:** [http://www.michigan.gov/msp/1,1607,7-123-1593\\_3507\\_5910---,00.html](http://www.michigan.gov/msp/1,1607,7-123-1593_3507_5910---,00.html)

#### Commercial Vehicle: Hazardous Materials Transportation

**Course Description:** The transportation of hazardous materials in our communities is a major concern. The hazardous materials transportation course is designed to introduce law enforcement personnel to the federal materials regulations and how these regulations apply to highway transportation. Upon successful completion of the course, the student will be able to locate particular regulations and apply them appropriately.

- **Dates:**
- **Starting Date:** October 28, 2002 **Ending Date:** October 30, 2002
- **Hours:** 24
- **Audience:** Patrol, traffic, and motor carrier officers
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>
- **MCOLES Registration:** JJT 200203



## **Hazardous Materials Transportation for Law Enforcement/C.M.V.**

**Course Description:** This course is designed to introduce law enforcement personnel to the Federal Hazardous Materials Regulations and how these regulations apply to highway transportation. Upon successful completion of the course, the student will be able to locate particular regulations and apply them appropriately.

- **Dates:**
- **Starting Date:** October 28, 2002      **Ending Date:** October 30, 2002
- **Audience:** Law enforcement personnel
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### **Incident Management**

#### **Law Enforcement's Role in a WMD Event**

**Course Description:** The purpose of this course is to provide law enforcement officials with vital information on effectively managing a Weapon of Mass Destruction (WMD) incident. The ability of police officers to respond, preserve evidence, and understanding the nature of a possible terrorist incident is critical. This workshop will focus on how to gather necessary information to identify potential targets of criminal activities and what action to take for stabilizing the crime scene. Other variables such as avoiding communicable diseases, recognizing the role of non-law enforcement responders at a criminal incident site, and knowing the operational elements of a terrorist incident will be discussed. Learning objectives: recognize when incident sites may be also crime scenes; perform safe operations at a terrorist incident including rescuing and treating victims and preserving property; describe the needs, roles, and responsibilities of law enforcement and non-law enforcement responders; list possible contagious diseases and infection control; and, explain command and control during a WMD event.

- **Dates:**
- **Starting Date:** October 24, 2002      **Ending Date:** October 25, 2002
- **Hours:** 14
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Subject Control

### Defensive Tactics

#### Defensive Tactics Update

**Course Description:** Not available.

- **Dates:** To be announced.
- **Hours:** 8
- **Contact:** Kirtland Community College, Criminal Justice Office
- **1<sup>st</sup> Contact:** Cindy Gibbs **Phone:** 989-275-5000 Ext. 283
- **E-mail:** gibbsc@kirtland.cc.mi.us
- **2<sup>nd</sup> Contact:** Jerry W. Boerema **Phone:** 989-275-5000 Ext. 283
- **E-mail:** boeremaj@kirtland.cc.mi.us
- **Web Site:** www.kirtland.cc.mi.us/criminaljustice/

#### D.T. Instructor Re-Certification Course

**Course Description:** The PPCT Defensive Tactics Instructor Program was designed to assist the officer in establishing subject control. It is the follow-up program for the Pressure Point and Impact Weapon Systems. It should be noted that each program ties together the complete system. Both the Pressure Point and Impact Weapon systems are "lead-ins" to subject control (defensive tactics). The system includes Joint Locks, Active Countermeasures (pinches and kicks), Handcuffing, Weapon Retention, Impact Weapons, and Pressure Points. This program meets medical, legal, and tactical criteria of acceptability required by C.O.L.E.S. and the legal system. Special equipment needs are full sweat clothes, smooth-soled gym shoes, handgun, and leather gear.

- **Dates:**
- **Starting Date:** January 22, 2003 **Ending Date:** January 24, 2003
- **Hours:** 24
- **Audience:** Defensive tactics instructors that need to be re-certified
- **Location:** Washtenaw Community College - Public Service Training
- **Contact:** Washtenaw Community College, Public Service Training Programs
- **1<sup>st</sup> Contact:** Ralph Galvin **Phone:** 734-677-5024
- **E-mail:** rgalvin@wccnet.org
- **2<sup>nd</sup> Contact:** Donna O'Connor **Phone:** 734-677-5024
- **E-mail:** doconnor@wccnet.org
- **Web Site:** http://www.wccnet.org

## **PPCT Defensive Tactics Instructor Training Course**

**Course Description:** The PPCT Defensive Tactics Instructor Program was designed to assist the officer in establishing subject control. It is the follow-up program for the Pressure Point and Impact Weapon Systems. It should be noted that each program ties together the complete system. Both the Pressure Point and Impact Weapon systems are "lead-ins" to subject control (defensive tactics). The system includes Joint Locks, Active Countermeasures (pinches and kicks), Handcuffing, Weapon Retention, Impact Weapons, and complete system. This program meets medical, legal, and tactical criteria of acceptability required by MCOLES and the legal system. Special equipment needs are full sweat clothes, smooth-soled gym shoes, handgun and leather gear.

- **Dates:**
- **Starting Date:** January 13, 2003      **Ending Date:** January 17, 2003
- **Hours:** 40
- **Audience:** PPCT Defensive Instructors
- **Location:** Washtenaw Community College - Public Service Training
- **Contact:** Washtenaw Community College, Public Service Training Programs
- **1<sup>st</sup> Contact:** Ralph Galvin      **Phone:** 734-677-5024
- **E-mail:** rgalvin@wccnet.org
- **2<sup>nd</sup> Contact:** Donna O'Connor      **Phone:** 734-677-5024
- **E-mail:** doconnor@wccnet.org
- **Web Site:** <http://www.wccnet.org>

## **PPCT**

### **Pressure Point Control/Defensive Tactics Instructor (5 day course)**

**Course Description:** Pressure Point Control Defensive Tactics (PPCT) teaches the officer the levels of subject resistance and the appropriate response based on the use-of-force continuum. PPCT techniques provide maximum control with minimum effort while reducing the chance of injury to the officer and the subject. Students will be taught the skills necessary to instruct the PPCT system. Participants must pass a written and practical examination for instructor certification. Students are encouraged to wear or bring loose fitting clothing for the practical exercise. Topics include: principles of control, the use of force continuum, pressure point control tactics, hazardous materials, PPCT joint locks, PPCT impact weapon system, and handgun retention. Call for information about hosting this program at your location.

- **Dates:**
- **Starting Date:** December 02, 2002      **Ending Date:** December 06, 2002
- **Hours:** 37 1/2
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### **Pressure Point Control/Defensive Tactics Instructor Recertification (3 day course)**

**Course Description:** Students will be recertified to teach the skills necessary to instruct in the PPCT system. Participants must pass a written and tactical examination for instructor certification. Note: Instructors must possess a certificate from PPCT and/or expired, no longer than 30 days. You will need to bring the certificate.

- **Dates:**
- **Starting Date:** November 04, 2002      **Ending Date:** November 06, 2002
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### **PPCT Defensive Tactics Instructor Training Course**

**Course Description:** The PPCT Defensive Tactics Instructor Program was designed to assist the officer in establishing subject control. It is the follow-up program for the Pressure Point and Impact Weapon Systems. It should be noted that each program ties together the complete system. Both the Pressure Point and Impact Weapon systems are "lead-ins" to subject control (defensive tactics). The system includes Joint Locks, Active Countermeasures (pinches and kicks), Handcuffing, Weapon Retention, Impact Weapons, and complete system. This program meets medical, legal, and tactical criteria of acceptability required by MCOLES and the legal system. Special equipment needs are full sweat clothes, smooth-soled gym shoes, handgun and leather gear.

- **Dates:**
- **Starting Date:** January 13, 2003      **Ending Date:** January 17, 2003
- **Hours:** 40
- **Audience:** PPCT Defensive Instructors
- **Location:** Washtenaw Community College - Public Service Training
- **Contact:** Washtenaw Community College, Public Service Training Programs
- **1<sup>st</sup> Contact:** Ralph Galvin      **Phone:** 734-677-5024
- **E-mail:** rgalvin@wccnet.org
- **2<sup>nd</sup> Contact:** Donna O'Connor      **Phone:** 734-677-5024
- **E-mail:** doconnor@wccnet.org
- **Web Site:** <http://www.wccnet.org>

## **Support Operations**

### **Motorcycle**

#### **Annual Police Motorcycle Rodeo**

**Course Description:** Not available

- **Dates:**
- **Starting Date:**
- October 12, 2002
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Daniel G. Lee      **Phone:** 517-355-3270
- **E-mail:** leed@egr.msu.edu
- **2<sup>nd</sup> Contact:** Eunice Weber      **Phone:** 517-355-3270
- **E-mail:** weber@egr.msu.edu

### **Traffic**

#### **Accident Investigation**

##### **Accident Investigation 1 - Initial Investigations**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University. This seminar is designed to equip the officer with the skills for comprehensive on-scene traffic accident investigations. Emphasis will be placed on recognizing all pertinent vehicle and accident scene evidence.

- **Dates:**
- **Starting Date:**      **Ending Date:**
- September 08, 2003      September 12, 2003
- **Hours:** 40
- **Audience:** Police officers
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Accident Investigation 2 - Follow-up Investigations

**Course Description:** A sequel five-day course to AI-1 covering such follow-up functions as preparing scale drawings, mathematical calculations via formulas/equations, reaction distances, and case studies.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 07, 2002                      October 11, 2002
- October 14, 2002                      October 18, 2002
- October 06, **2003**                      October 10, **2003**
- **Hours:** 40
- **Audience:** Police officers
- **Location:** Fraser, Macomb Community College (10/7-11/2002), contact James Mietling or Cindy @ 810-498-4050 or mietlingj@macomb.cc.mi.us; Auburn Hills, Oakland Community College (10/14-18/2002), Norm O'Brien @248-232-4220, npobrien@occ.cc.mi.us.
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Daniel G. Lee                      **Phone:** 517-355-3270
- **E-mail:** leed@egr.msu.edu
- **2<sup>nd</sup> Contact:** Eunice Weber                      **Phone:** 517-355-3270
- **E-mail:** weber@egr.msu.edu

## Accident Investigation 2 - Follow-up Investigations

**Course Description:** A sequel five day course to AI-1 covering such follow-up functions as preparing scale drawings, mathematical calculations via formula/equations, reaction distances, and case studies.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 14, 2002                      October 18, 2002
- **Hours:** 40
- **Audience:** Police officers
- **Location:** Oakland Police Academy, Auburn Hills
- **Contact:** Oakland Community College, Oakland Police Academy
- **1<sup>st</sup> Contact:** Brenda Dick                      **Phone:** 248-232-4220
- **2<sup>nd</sup> Contact:** Norman O'Brien                      **Phone:** 248-232-4220
- **Web Site:** <http://www.occ.cc.mi.us/police>

## **Accident Investigation 2 - Follow-up Investigations**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- October 06, 2003                      October 10, 2003
- **Hours:** 40
- **Audience:** Police officers/traffic investigators
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Accident Investigation 3 - Accident Photography**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University.

- **Dates:**
- **Starting Date:**                      **Ending Date:**
- February 11, 2003                      February 12, 2003
- **Hours:** 16
- **Audience:** Accident investigators
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### Accident Investigation 3

**Course Description:** Accident Investigation 3 is a 2-day offering that teaches officers how to take useful and comprehensive traffic accident photographs. Major topics are basic camera familiarization, daytime photography, nighttime (flash) photography and existing light photography.

- **Dates:**
- **Starting Date:** October 29, 2002      **Ending Date:** October 30, 2002
- **Hours:** 16
- **Location:** Delta College
- **Contact:** Delta College, Criminal Justice Center
- **1<sup>st</sup> Contact:** Jill Gallihugh      **Phone:** 989-686-9108
- **E-mail:** jsgallih@alpha.delta.edu
- **Web Site:** <http://www.delta.edu/crimjust/>

### Accident Investigation 4

**Course Description:** Accident Investigation 4 is a 1-day course that focuses upon using a camera and perspective grid to record measurements at serious accident scenes, assembly of perspective grids and how to grid perspective photographs.

- **Dates:**
- **Starting Date:** October 28, 2002
- **Hours:** 8
- **Location:** Delta College
- **Contact:** Delta College, Criminal Justice Center
- **1<sup>st</sup> Contact:** Jill Gallihugh      **Phone:** 989-686-9108
- **E-mail:** jsgallih@alpha.delta.edu
- **Web Site:** <http://www.delta.edu/crimjust/>



#### **Accident Investigation 4 - Perspective Grid Mapping of Evidence**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University. A one-day course that focuses upon using a camera and perspective grid to record measurements at serious accident scenes, assembly of perspective grids, and how to grid perspective photographs. Accident investigators and evidence technicians will develop skills to assist in the reproduction of accident scenes through photogrammetry. Topics include: Grid mapping of photographs; preparation of perspective grid templates; the perspective grid procedure; and the use of an orthogonal grid map.

- **Dates:**
- **Starting Date:**
- February 12, 2003
- **Hours:** 8
- **Audience:** Police officers
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki                      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling                      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

#### **Accident Investigation 5**

**Course Description:** Accident Investigation 5 is a 1-day course that helps the investigation officer to determine whether tire failure contributed to the accident and if so whether the failure took place before, during, or after the collision. It also covers the role of tires in vehicle handling.

- **Dates:**
- **Starting Date:**
- October 31, 2002
- **Hours:** 8
- **Location:** Delta College
- **Contact:** Delta College, Criminal Justice Center
- **1<sup>st</sup> Contact:** Jill Gallihugh                      **Phone:** 989-686-9108
- **E-mail:** jsgallih@alpha.delta.edu
- **Web Site:** <http://www.delta.edu/crimjust/>

## **Accident Investigation 5 - Tire Dynamics and Examination**

**Course Description:** This one-day course helps the investigation officer to determine whether tire failure contributed to the accident and, if so, whether the failure took place before, during, or after the collision. It also covers the role of tires in vehicle handling.

- **Dates:**
- **Starting Date:**
- October 22, 2002
- **Hours:** 8
- **Audience:** Police officers
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Daniel G. Lee      **Phone:** 517-355-3270
- **E-mail:** leed@egr.msu.edu
- **2<sup>nd</sup> Contact:** Eunice Weber      **Phone:** 517-355-3270
- **E-mail:** weber@egr.msu.edu

## **Accident Investigation 5 - Tire Dynamics and Examination**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University. Tire examination, disablement and investigative techniques will be discussed along with at-scene and follow-up procedures based on investigative findings. Students will participate in hands-on field exercises. Topics include: tire construction terms, characteristics of tire performances, evaluating tire/wheel damage; and the legal aspects of tire/wheel damage evaluations.

- **Dates:**
- **Starting Date:**
- February 13, 2003
- **Hours:** 8
- **Audience:** Police officers
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## Accident Investigation 6

**Course Description:** Accident Investigation 6 is a 1-day seminar to assist investigators to determine whether vehicle lamps were "on" or "off" at the time of impact. Also, covers the proper procedure for removing and storing damaged vehicle lamps.

- **Dates:**
- **Starting Date:**
- November 01, 2002
- **Hours:** 8
- **Location:** Delta College
- **Contact:** Delta College, Criminal Justice Center
- **1<sup>st</sup> Contact:** Jill Gallihugh      **Phone:** 989-686-9108
- **E-mail:** jsgallih@alpha.delta.edu
- **Web Site:** <http://www.delta.edu/crimjust/>

## Accident Investigation 6 - Lamp Examination

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University. A one-day course to assist investigators to determine whether vehicle lamps were "on" or "off" at the time of impact. Also, covers the proper procedure for removing and storing damaged vehicle lamps.

- **Dates:**
- **Starting Date:**
- February 14, 2003
- **Hours:** 8
- **Audience:** Accident investigators
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Accident Investigation 7 - Commercial Vehicle Accident Investigation**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University. A special seminar covering those aspects of truck and bus accidents that differ from ordinary passenger-car crash dynamics. This course is five days long and covers such topics as weight shift, truck braking systems, heavy vehicle components, variable drag factors, truck inspection and testing, and commercial drivers license (CDL) laws.

- **Dates:**
- **Starting Date:** November 03, 2003      **Ending Date:** November 07, 2003
- **Hours:** 40
- **Audience:**
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Accident Investigation 7 - Commercial Vehicle Accident Investigation**

**Course Description:** A special seminar covering those aspects of truck and bus accidents that differ from ordinary passenger-car crash dynamics. This course is five days long and covers such topics as weight shift, truck braking systems, heavy vehicle components, variable drag factors, truck inspection and testing, and commercial drivers license (CDL) laws.

- **Dates:**
- **Starting Date:** November 04, 2002      **Ending Date:** November 08, 2002
- **Hours:** 40
- **Audience:** Police officers
- **Location:** Macomb Community College, contact James Mietling or Cindy @ 810-498-4050
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Daniel G. Lee      **Phone:** 517-355-3270
- **E-mail:** leed@egr.msu.edu
- **2<sup>nd</sup> Contact:** Eunice Weber      **Phone:** 517-355-3270
- **E-mail:** weber@egr.msu.edu

## **Accident Investigation 8 - Motorcycle Accident Investigation**

**Course Description:** The Macomb Criminal Justice Training Center will be hosting the Accident Investigation Series 1 through 8. This series will be conducted by Dr. Daniel Lee of Michigan State University. A two-day course focusing on the technical aspects of investigating traffic accidents involving motorcycles, mopeds, and bicycles. Students will learn techniques to improve motorcycle accident investigation skills. Completion of Accident Investigation I, II, and VII is a prerequisite. Topics include deceleration in braking and sliding; motorcycle acceleration factors, motorcycle helmet differences, and motorcycle, bicycle, and moped accident differences.

- **Dates:**
- **Starting Date:** May 05, 2003      **Ending Date:** May 07, 2003
- **Hours:** 16
- **Audience:** Accident investigators
- **Location:** Criminal Justice Training Center
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki      **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling      **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

## **Accident Investigation 9 - Accident Reconstruction**

**Course Description:** A ten-day course covering various aspects of scientific traffic accident reconstruction as acceleration, time-distance studies and the determination of vehicle speeds via kinetic energy principles, and conservation of linear momentum.

- **Dates:**
- **Starting Date:** December 02, 2002      **Ending Date:** December 13, 2002
- **Hours:** 80
- **Audience:** Police officers
- **Location:** Michigan State University, Kellogg Center, East Lansing
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Daniel G. Lee      **Phone:** 517-355-3270
- **E-mail:** leed@egr.msu.edu
- **2<sup>nd</sup> Contact:** Eunice Weber      **Phone:** 517-355-3270
- **E-mail:** weber@egr.msu.edu

## Drugs/Alcohol/OUIL

### Drug Detection/The New Trendy Drugs/Raves

**Course Description:** This eight hour program covers the following topics: the latest trendy drugs, paraphernalia used, signs of use in a vehicle or in possession, cannabis burn to certify officer in the distinguishing odor of the drug, signs of drug use, raves (the underground party), building rave parties, home rave parties, slang terms, web sites.

- **Dates:**
- **Starting Date:**
- October 09, 2002
- October 29, 2002
- October 30, 2002
- November 19, 2002
- November 26, 2002
- December 11, 2002
- **Hours:** 8
- **Audience:** Patrol, traffic, school liaison officers
- **Location:** Flint Police Academy (Nov 26, Contact: Charles Monroe @ 810-766-7223); Detroit Police Academy (Sept. 10, Oct. 9, Nov. 19, or Dec. 11, Contact: Sgt. Jarvis @ 313-596-2700); Tecumseh Police Dept. (Oct. 29, Contact: Troy Stern @ 517-423-7494).
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Charles Monroe      **Phone:** 810-766-7223
- **E-mail:** krygel@aol.com
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### Police Alcohol and Other Drugs Enforcement Seminar

**Course Description:** A four day seminar designed to improve an officer's efficiency when performing alcohol and other drug enforcement duties, with primary focus on OUIL.

- **Dates:**
- **Starting Date:**      **Ending Date:**
- November 05, 2002      November 08, 2002
- December 10, 2002      December 13, 2002
- **Hours:** 32
- **Audience:** Law enforcement officers
- **Location:** Wyoming Police Dept. (September); Burton Police Dept. (November); Ingham Co. Sheriff Dept. (December)
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Dennis Bryde      **Phone:** 517-432-9224
- **E-mail:** bryde@msu.edu
- **2<sup>nd</sup> Contact:** Joan Strachan      **Phone:** 517-355-3270
- **MCOL Registration:** MSU/HTS 200201

## **Radar**

### **Michigan Laser Speed Measurement**

**Course Description:** This training will prepare officers in the use of the laser speed measurement device. The officer will be trained the articulate and correct presentation of related testimony in court. Students are required to provide their department Laser device.

- **Dates:**
- **Starting Date:**
- October 11, 2002
- **Location:** Fraser Campus
- **Contact:** Macomb Community College, Criminal Justice Training Center
- **1<sup>st</sup> Contact:** Cindy Nowicki **Phone:** 810-498-4050
- **E-mail:** nowickiC@macomb.cc.mi.us
- **2<sup>nd</sup> Contact:** James Mietling **Phone:** 810-498-4051
- **E-mail:** mietlingj@macomb.cc.mi.us
- **Web Site:** <http://www.macomb.edu/cjtc/advanced/CalendarSeminars.asp>

### **Michigan Radar Instructor Training Seminar**

**Course Description:** A five day course for Michigan traffic radar instructors to develop the knowledge and skills to successfully coordinate, administer, teach, and evaluate the delivery of this statewide course of instruction. There will be a \$585 per participant tuition fee. Graduates of this training course are qualified to instruct all aspects of the MCOLES approved Michigan Radar Operators course and recertification of previously MCOLES certified radar operators.

- **Dates:**
- **Starting Date:** **Ending Date:**
- October 07, 2002 October 10, 2002
- **Hours:** 40
- **Audience:** Law enforcement officers
- **Location:** Michigan State University
- **Contact:** Michigan State University, Highway Traffic Safety Programs
- **1<sup>st</sup> Contact:** Dr. Dennis Bryde **Phone:** 517-432-9224
- **E-mail:** bryde@msu.edu
- **2<sup>nd</sup> Contact:** Joan Strachan **Phone:** 517-355-3270